



Pharmacy Information System (PhIS) and Clinic Pharmacy System (CPS)

Full Based User Manual Order management - Medication Order

| | |
|--------------------|-------------------------------------|
| Version | : 13th Edition |
| Document ID | : U. MANUAL_MEDICATION ORDER |



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Reference ID : U. MANUAL_MEDICATION ORDER_13th E

Application reference: PhIS & CPS v2.6.1



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1.0 Introduction

1.1 Overview of PhIS

Pharmacy Information System or better known as PhIS, is a complete and comprehensive system that integrates pharmacy related services geared towards pharmacy excellence. PhIS implementation would transform most of current manual process to electronic system would benefit facility end user in the health care sector.

There are 12 modules to assist services delivery by the health care sector which comprises of:

1. Order Management
2. Inpatient Pharmacy
3. Outpatient Pharmacy
4. Medication Counselling
5. Ward Pharmacy
6. Pharmacy Inventory IV
7. Manufacturing of Cytotoxic Drug Reconstitution, Parenteral Nutrition, Admixture & Eye Drop, Radiopharmaceuticals and Extemporaneous
8. Adverse Drug Reaction & Drug Allergic (ADR & DAC)
9. Clinical Pharmacokinetics Services (TDM)
10. Drug Information & Consumer Education (DICE)
11. Medication Therapy Adherence Clinic (MTAC)
12. Data Mining (PhARM)

1.2 Purpose and Objectives

This user manual outlines the Order Management module and its key features and functionalities. The primary objective is to help guide user through the process of completing PhIS application process.

User will understand the following activities in details:

- Medication Order
- Manage Prescription
- Order Endorsement
- Order Authorization

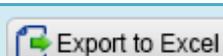
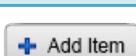
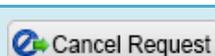
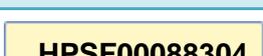
1.3 Organized Sections

These are the sections within this document:

- Section 1 : Introduction
- Section 2 : Application Standard Features
- Section 3 : Medication Order
- Section 4 : Acronyms
- Section 5 : Links to Clinical Modules

2.0 Application Standard Features

2.1 PhIS Legend

| Standard Legend | | | |
|---|------------------------------------|--|--|
|  | Login to PhIS |  | Logout from PhIS |
|  | Change Login Password |  | Reset Login Screen |
|  | Expand Menu |  | Collapse Menu |
|  | Display Home Tab |  | Expand Module |
|  | Collapse Module |  | Close All Open Tabs |
|  | Refresh Screen |  | Search Record |
|  | Add/Create New Record |  | Show Help |
|  | Print | * | Mandatory Field |
|  | Calendar Icon |  | Search Icon |
|  | Close Window |  | Radio Button |
| <input type="checkbox"/> | Checkbox |  | Edit Record |
|  | Cancel |  | Delete Record |
|  | Save |  | Export and Open Report in Excel Format |
|  | Add Item to the list |  | Delete Item from the list |
|  | Request for Approval |  | Cancel the Request |
|  | Approve Transaction |  | Reject Transaction |
|  | Send for Approval |  | Dropdown Box |
|  | Automatically Display/Retrieve Box |  | Empty Text Box |



| Module Legend | | | | | |
|---------------|--------------------|---------|-------------------|--------------|---------------|
| Update | Update Records | Add | Add Drug | Delete | Delete record |
| Search | Search Patient | Save | Save Prescription | Clear | Clear field |
| Print | Print Prescription | Confirm | Confirm Order | Cancel Order | Cancel Order |

Note

To learn more about Login Information, kindly click [Login Information](#) module for descriptive steps.

3.0 Order Management

Overview

The Order Management module handles all the information to specify the ordered items as per local drug formulary, MOH and non-MOH including registered and non-registered drugs. This function is to enable data mining. All medication orders must be prescribed by authorized personnel only and in compliance with guidelines on prescribing in the drug formulary (drug category, discipline / specialty) as defined by MOH.

User Group

This module is intended for specialist, Medical Officer (MO), and Housemen (subject to the assigned by the facility.)

Functional Diagram

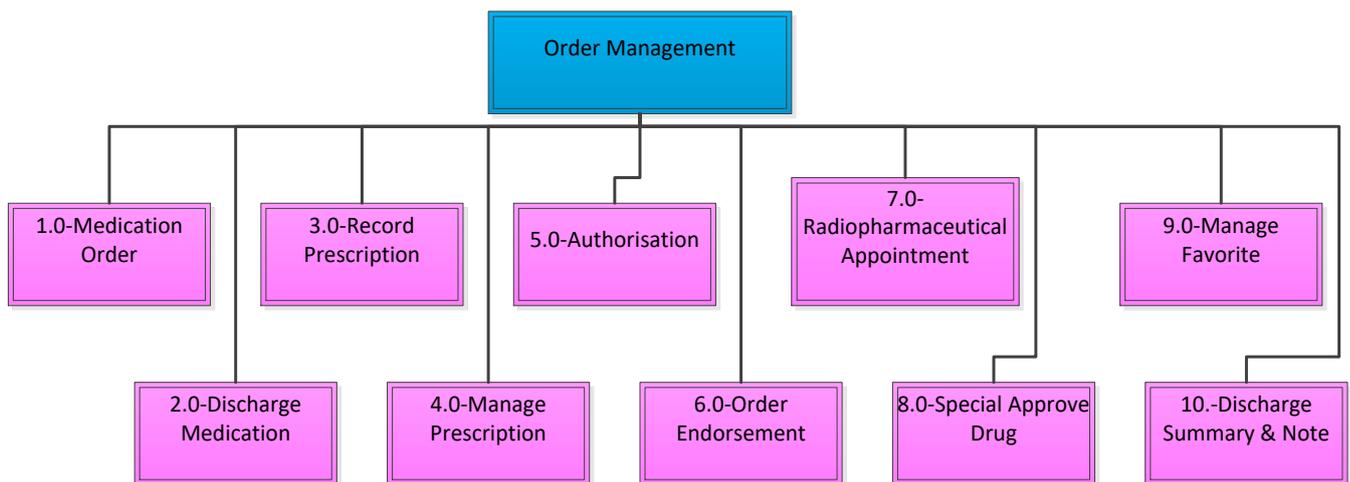


Figure 3.0-1

Functional Description

Order Management comprises of five (4) main functions:

- **Medication Order**
To prescribe normal order
- **Discharge Medication**
To prescribe discharge orders
- **Record Prescription**
To record ordered drugs in system by pharmacist
- **Manage Prescription**
To monitor patient's prescription by modifying order, stop order and tapering up/down.
- **Order Authorization**
To approve list A/ A*/ A/KK drug that requires authorization
- **Order Endorsement**
The prescriber to endorse the intervention made by a Pharmacist
- **Radiopharmaceutical**
To fix appointment for patients to attend Radiopharmaceutical session



- **Special Approve Drug**
To record special drug request and send new request out
- **Manage Favorite**
To save medication list under favorite list
- **Discharge Summary and Note**
To view discharge note and summary

3.1 Order Management

Order Management is designed to prescribe drugs for the patient.

3.1.1 Record Allergy

Figure 3.1.1-1 Order Screen Listing Page

Note

PhIS Screen menu/sub menu will be displayed according to user access right.

STEP 1

Click on 'Order Management' menu and follow by 'Medication Order' sub-menu

Note

- Prescriber have the options to view patient by clicking the check box:
 - Show All
 - Show All By Location
- By default, list of patients will be displayed according to prescriber's location access.
- Various search criteria are provided as below:

| No | Field | Description | Remark |
|----|----------------------------|-------------------------------|---|
| A | MRN | Patient Medical Record Number | Search option: <ul style="list-style-type: none"> • Type the MRN either full or partial: Example: HPSF00001234 or "1234" |
| B | Patient Name | Patient Name | Allow to search by patient full name or partial |
| C | Location | Patient visit location | Able to filter and search patient by visit location and prescriber's location. |
| D | Visit Date | Visit Date | Patient visits on the facility |
| E | IC No/Other Identification | Patient Identity Card Number | Allow to search by patient identity Card Number |

Table 3.1.1-1

Note

Search result of patient record list will be displayed:

- MRN
- IC No/Other Identification
- Patient Name
- Location
- Prescriber Name

- Visit Type
- Encounter No
- Actual Visit Date
- Order Status
- Home leave

PHARMACY INFORMATION SYSTEM

HOSP. PAKAR SULTANAH FATIMAH

Home Medication Orderx Logout

LIST OF VISITS

Show All Show All By Location

MRN: [Input Field] Patient Name: [Input Field]

Location: KLINIK PAKAR PERUBATAN Visit Date: [Input Field]

IC No/Other Identification: [Input Field] Search

| MRN | IC No/Other Identification | Patient Name | Location | Prescriber Name | Visit Type | Encounter No | Actual Visit Date | Order Status | Home Leave |
|--------------|----------------------------|--------------|------------------------|-----------------|------------|--------------|-------------------|--------------|------------|
| HPSF00328382 | | | KLINIK PAKAR PERUBATAN | | Outpatient | 0001 | 31/01/2023 | | No |

Figure 3.1.1-2 Order Screen Listing Page

STEP 2

Click on the selected patient as in Figure 3.1.1-2

Note

- Order Status = 'ORDERED', confirmed prescription.
- Order Status = 'Draft', prescription which saved but not yet confirmed.

MEDICATION ORDER

Age 21 Years 29 Days Gender Male MRN HPSF00328382

Address Phone And Email Diagnosis Allergy: No Known Allergies Vital Sign

Height 155 cm Weight 65 kg BMI/BSA 27.1 / 1.67 m² G6PD Deficiency Update (Last Updated : 31/01/2023) Nationality : Warganegara

Encounter No: 0001 Actual Visit Date: 31/01/2023 Attending Practitioner: Visit Location: KLINIK PAKAR PERUBATAN Prescriber Dept.: Pensioner -SELECT- Update

NORMAL ORDER

DRUG DETAILS

Drug [Input Field] Advanced Search

Dosage [Input Field]

Admin Route [Input Field]

Frequency [Input Field] Dosage Schedule [Input Field]

Duration [Input Field] Days

Start Date / Time 31/01/2023 10:50 AM

End Date / Time 31/01/2023 10:50 AM

Order Quantity [Input Field]

Total Price : RM 0.00

| Alert | Drug Name | Order Details | Order Qty | Drug Info |
|-------|-----------|---------------|-----------|-----------|
|-------|-----------|---------------|-----------|-----------|

Figure 3.1.1-3 Drug Ordering Screen

Note

- When the selected patient name is clicked, the summary of patient information will be displayed in the patient banner. The patient banner will be displayed at the specific screen only when patient information is required. Below is the list of patient information:

- Patient Name
 - Patient Address
 - Patient IC Number
 - Patient Phone and Email
 - Patient Diagnosis
 - Patient Age
 - Patient Allergy
 - Vital Sign
 - Patient Gender
 - Patient MRN
 - Pensioner Status
- Prescriber able to update on pensioner status if the status appear in patient banner. Pensioner checkbox and pensioner drop down list will appear as Figure 3.1.1-4. Choose on the pensioner type and enter pensioner card number.

Figure 3.1.1-4 Patient Banner Screen

Figure 3.1.1-5 Patient Banner Screen

- Prescriber able to update on G6PD Deficiency. G6PD Deficiency checkbox will appear as Figure 3.1.1-5. G6PD refer as **Deficiency enzyme of Glukosa-6-Fostat Dehydrogenase**
- Remarks icon  is added to patient banner to allow user to enter Remark
- Icon by default is  if there are NO existing records
- Icon colour will change to  if there are existing records.
- Patient who have allergies, number in bracket will display in patient banner based on the number of allergies identified

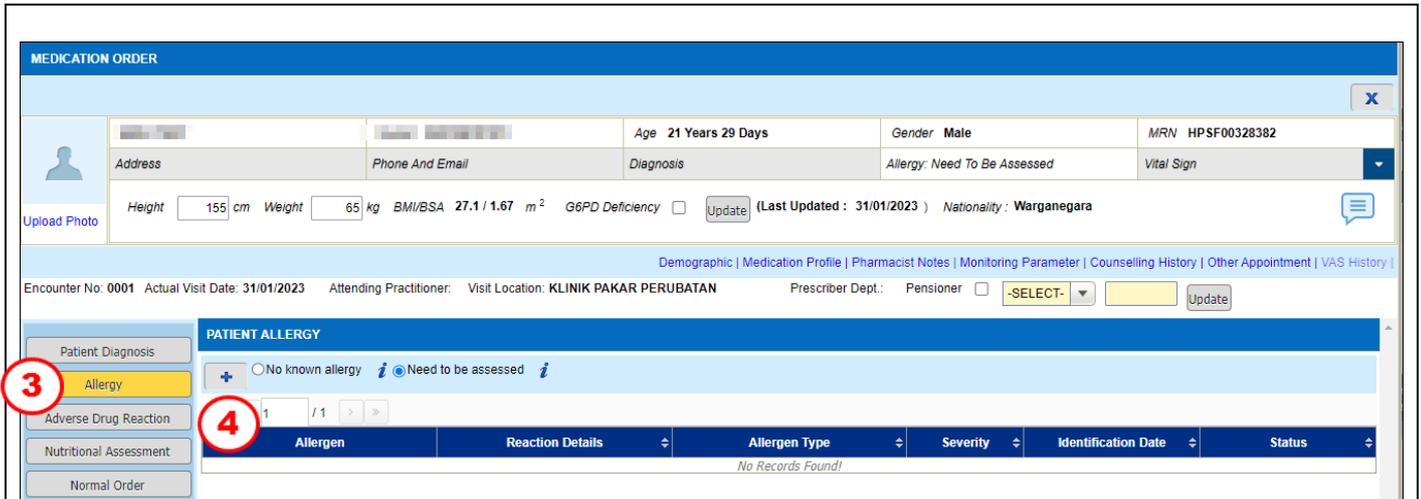
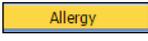


Figure 3.1.1-6 Patient Allergy Screen

STEP 3

Click on the  button to record allergy

STEP 4

Click on the  button to add new allergy

Note

- By default for all patient system will checked on **Need to be assessed** if new patient and **No Known allergy** box if the patient does not have any allergy.
- User only needs to click  button if there is allergic need to be recorded.

The normal order screen displayed blue hyperlink as below:

- Monitoring Parameter
- Counselling History
- Demographic
- Pharmacist Notes
- Medication Profile
- Other Appointment
- VAS History

The normal order screen displayed information as below:

- Encounter No
- Actual Admission Date
- Attending Practitioner
- Visit Location

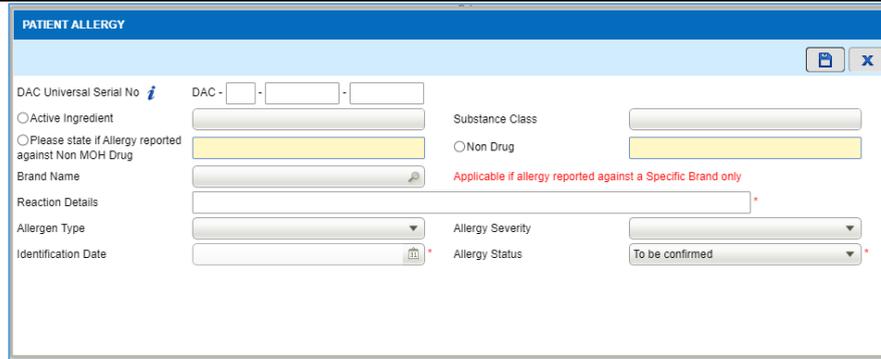


Figure 3.1.1-7 Allergy Detail Screen

Note

- DAC Universal Serial No added in patient allergy is unique by patient
-  icon has been added beside DAC Universal Serial No and added tool tips message when mouse over icon popup time 20 seconds for pc: refers to the 'Drug Allergy Card Series' issued to patients from any facility either manually or through PhIS. The use of DAC Universal Serial No. is repetitive, for different allergies for the same patient.
- Click the radio button to declare Patient Allergy based on below selection:

Active Ingredient

- To record allergy by active ingredient.
- Active Ingredient will be retrieve from master setup.
- Click the radio button and Search the active ingredient by click on the  button.

Active Ingredient Amoxicillin * Substance Class Penicillins

- Enter active ingredient, substance class value will be displayed.

Please state if Allergy reported against Non MOH Drug

- Click the radio button and state if alergy reported against Non Moh Drug

Non Drug

- To record allergy of drug not in MOH list.
- Drug which not define in MOH database.
- Click the radio button and enter drug name.

STEP 5

Click on the Active ingredient button and enter drug name to view list of drug

Figure 3.1.1-8 Allergy Detail Screen

STEP 6

Double click on the selected active ingredient

Note

System will auto generate substance class based on drug selected

Figure 3.1.1-9 Allergy Detail Screen

STEP 7

Enter **Reaction Details** field – eg:cough , rash

STEP 8

Select **Identification Date** of allergy

STEP 9

Select **Allergy Status** from drop down box:

- Confirmed
- Resolved
- Suspected
- To be confirmed
-

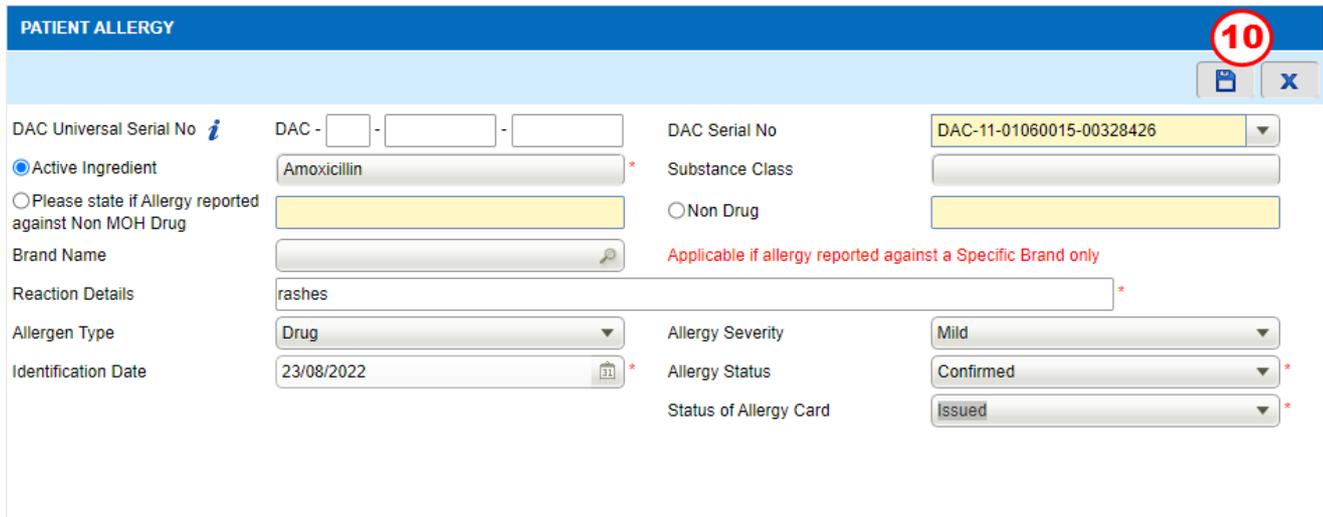


Figure 3.1.1-10 Allergy Detail Screen

Note

- Below are the optional fields to be entered:

- Brand name
- Allergen Type
- Allergy Severity
- DAC Universal Serial No
- Remarks

- If user fill in DAC No, when click Active Ingredient radio button, the Status of Allergy Card field will auto show as Not Issued(user able to change the status)

STEP 10

Click on the  button to save, followed by  button to close existing screen

3.1.2 Record Diagnosis

This function is used for prescriber to record summary patient's diagnosis. Record patient diagnosis for every visit is a mandatory process in order to prescribe medication.

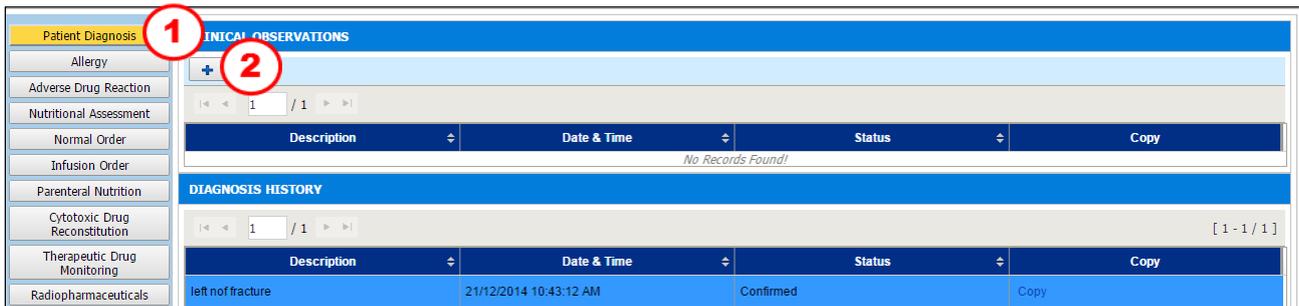
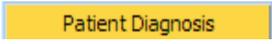


Figure 3.1.2-1 Diagnosis Landing Screen

STEP 1

Click on the  button to open diagnosis screen

Note

- **Diagnosis History** to view patient's diagnosis history.
- **Copy** button for record same diagnosis, user need to click on the **Copy** button and click on the  button to save, followed by  button to close existing screen.

STEP 2

Click on the  button to add new diagnosis

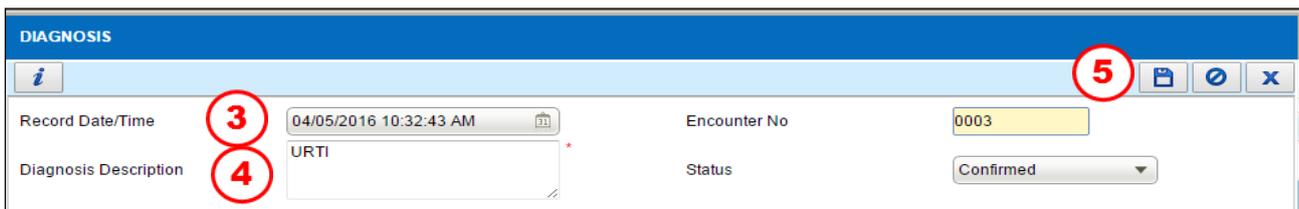


Figure 3.1.2-2 Diagnosis Detail Screen

STEP 3

Enter **Record Date / Time**

STEP 4

Enter **Diagnosis Description**

STEP 5

Click on the  button to save, followed by  button to close existing screen

Note

- **Record Date/Time** system will default to current date and time, but the user still has the option to select from calendar.
- **Status** will be defaulted to **Confirmed** but users can select from the drop down box for other status:
 - Confirmed
 - Resolved
 - Suspected
 - To be Confirmed

3.1.3 Medication Order

This function is used to prescribe medication for both inpatient and outpatient department.

Figure 3.1.3-1 Order Screen Listing Page

STEP 1

Click on 'Order Management' menu and follow by 'Medication Order' sub-menu

Note

- Prescriber have the option to view patients by clicking the check box:
- Show All
- Show All By Location
- By default list the of patients will be displayed according to prescriber's location access.

- Various search criteria are provided as below:

| No | Field | Description | Remark |
|----|----------------------------|-------------------------------|---|
| A | MRN | Patient Medical Record Number | Search option: <ul style="list-style-type: none"> • Type the MRN either full or partial: Example: HPSF00001234 or "1234" |
| B | Patient Name | Patient Name | Allow to search by patient full name or partial |
| C | Location | Patient visit location | Able to filter and search patient by visit location and prescriber's location. |
| D | Visit Date | Visit Date | Patient visits on the facility |
| E | IC No/Other Identification | Patient Identity Card Number | Allow to search by patient identity Card Number |

Table 3.1.3-1

Note

Search result of patient record list will be displayed:

- MRN
- IC No/Other Identification
- Patient Name
- Location
- Prescriber Name
- Visit Type
- Encounter No
- Actual Visit Date
- Order Status
- Home Leave

Figure 3.1.3-2 Order Screen Listing Page

STEP 2

Double click on the selected patient

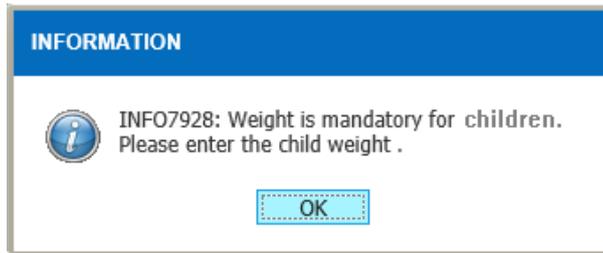
Note

- Order Status = 'ORDERED' , confirmed prescription.
- Order Status = 'Draft' , saved prescription but has not been confirmed.

Figure 3.1.3-3 Normal Order Screen

Note

- A message to enter children weight will appear



- Note: If “Pediatric Weight Mandatory” = No, no alert message will be displayed if user did not enter patient weight.
- Breast Feeding and Pregnant checkboxes are only applicable for female patient.
- Search drug by enter keyword of the drug name.
- User can search drug by using the **Advanced Search** button
- This list will be displayed with the result of any drug active ingredient or trade name contains the search text criteria.
- The **Advanced Search** screen displayed information as below:
 - Drug Name
 - ATC
 - Active Ingredient
 - Favourite

Advance Search

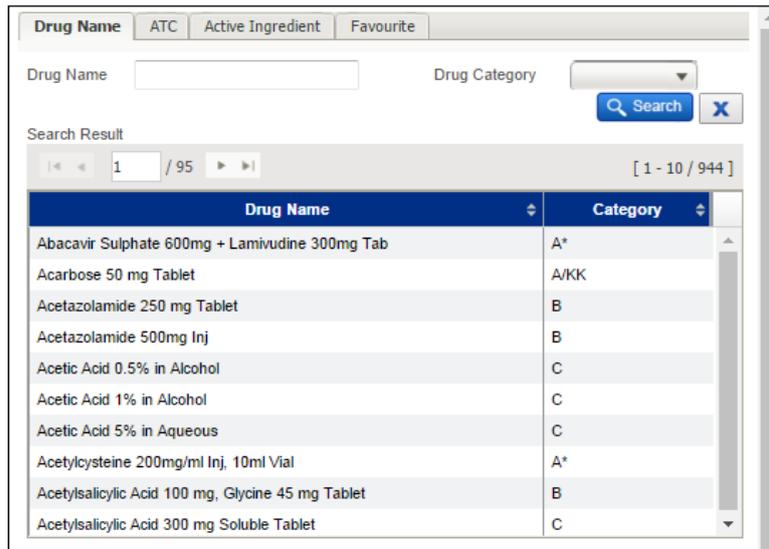
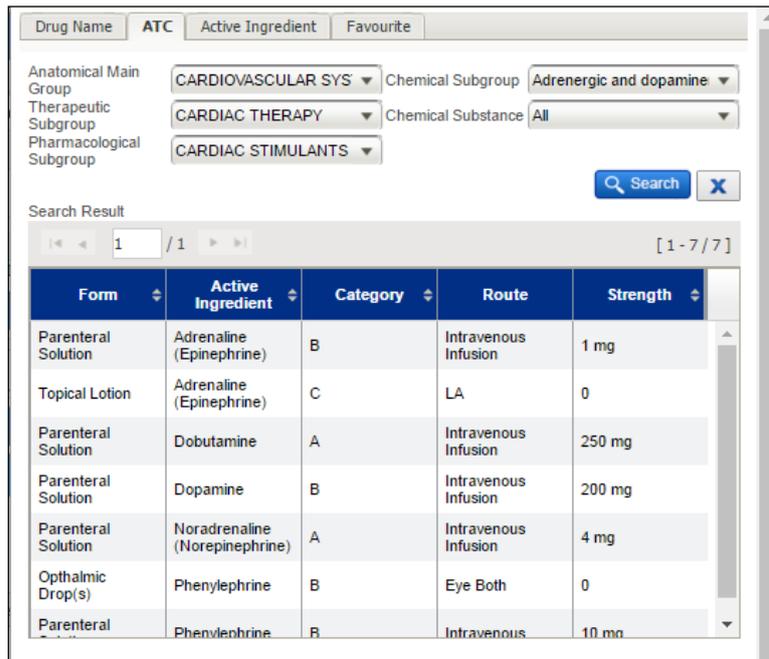


Figure 3.1.3-4 Drug Name Search Detail Screen

Note

- Search by **DrugName** tab.
- Enter Drug name.
- Select and enter Drug Category from drop down box:
 - A
 - A*
 - A/KK
 - B
 - C
 - C+
- Search result be displayed after  button is clicked. Click on the selected drug to continue prescribing.



The screenshot shows the ATC search interface with the following details:

- Tabs:** Drug Name, **ATC**, Active Ingredient, Favourite
- Filters:**
 - Anatomical Main Group: CARDIOVASCULAR SYS
 - Therapeutic Subgroup: CARDIAC THERAPY
 - Pharmacological Subgroup: CARDIAC STIMULANTS
 - Chemical Subgroup: Adrenergic and dopamine
 - Chemical Substance: All
- Search Result:** [1 - 7 / 7]
- Table:**

| Form | Active Ingredient | Category | Route | Strength |
|---------------------|--------------------------------|----------|----------------------|----------|
| Parenteral Solution | Adrenaline (Epinephrine) | B | Intravenous Infusion | 1 mg |
| Topical Lotion | Adrenaline (Epinephrine) | C | LA | 0 |
| Parenteral Solution | Dobutamine | A | Intravenous Infusion | 250 mg |
| Parenteral Solution | Dopamine | B | Intravenous Infusion | 200 mg |
| Parenteral Solution | Noradrenaline (Norepinephrine) | A | Intravenous Infusion | 4 mg |
| Ophthalmic Drop(s) | Phenylephrine | B | Eye Both | 0 |
| Parenteral | Phenylephrine | B | Intravenous | 10 mg |

Figure 3.1.3-5 ATC Search Detail Screen

Note

- Search by **ATC** tab.
- Select and enter the ATC group/subgroup from drop down box from level from 1 to 5.
 - Anatomical Main Group
 - Therapeutic Subgroup
 - Pharmacological Subgroup
 - Chemical Subgroup
 - Chemical Substance
- Search result will be displayed after  button is clicked. Click on the selected drug to continue prescribing.

Drug Name
ATC
Active Ingredient
Favourite

Active Ingredient

Dosage Form

Admin Route

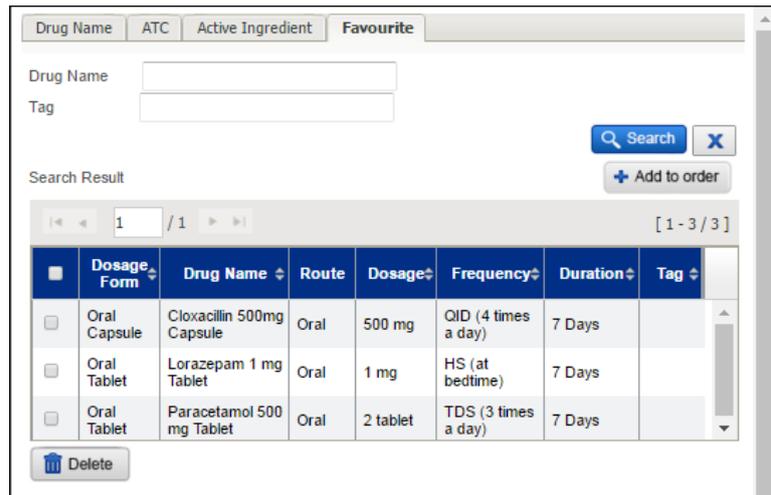
1 / 95 [1 - 10 / 944]

| Dosage Form | Drug Name | Category | Admin Route | Strength |
|---------------------|---|----------|----------------------|---------------|
| Oral Tablet | Abacavir Sulphate 600mg + Lamivudine 300mg Tab | A* | Oral | 0 |
| Oral Tablet | Acarbose 50 mg Tablet | A/KK | Oral | 50 milligram |
| Oral Tablet | Acetazolamide 250 mg Tablet | B | Oral | 250 milligram |
| Parenteral Solution | Acetazolamide 500mg Inj | B | Intravenous | 0 |
| Topical Liquid | Acetic Acid 0.5% in Alcohol | C | LA | |
| Topical Liquid | Acetic Acid 1% in Alcohol | C | LA | |
| Topical Liquid | Acetic Acid 5% in Aqueous | C | LA | 0 |
| Parenteral Solution | Acetylcysteine 200mg/ml Inj, 10ml Vial | A* | Intravenous Infusion | 200 milligram |
| Oral Tablet | Acetylsalicylic Acid 100 mg, Glycine 45 mg Tablet | B | Oral | 145 milligram |
| Oral Disp/Sol Tab | Acetylsalicylic Acid 300 mg Soluble Tablet | C | Oral | 300 milligram |

Figure 3.1.3-6 Active Ingredient Search Detail Screen

Note

- Search by Active Ingredient tab.
- Select and enter:
 - Active Ingredient
 - Dosage Form from dropdown box
 - Admin Route from dropdown box
- Search result will be display after button is clicked. Double click on the selected drug to continue prescribing.



| <input type="checkbox"/> | Dosage Form | Drug Name | Route | Dosage | Frequency | Duration | Tag |
|--------------------------|--------------|---------------------------|-------|----------|---------------------|----------|-----|
| <input type="checkbox"/> | Oral Capsule | Cloxacillin 500mg Capsule | Oral | 500 mg | QID (4 times a day) | 7 Days | |
| <input type="checkbox"/> | Oral Tablet | Lorazepam 1 mg Tablet | Oral | 1 mg | HS (at bedtime) | 7 Days | |
| <input type="checkbox"/> | Oral Tablet | Paracetamol 500 mg Tablet | Oral | 2 tablet | TDS (3 times a day) | 7 Days | |

Figure 3.1.3-7 Favourite Search Detail Screen

Note

- Search by  tab.
- This favourite list is derived from the prescriber's own favourite list
- Search the favourite drug by entering the drug name.
- Search result will be displayed after click on the  button. Click on the selected drug to continue prescribing.
- Select the checkbox and click  button to remove drug from the Favourite list.
- Select the check box and click  button to add drugs in prescription.
- Further explanation to add drug in favourite list is explained in section 3.1.4.

Figure 3.1.3-8 Order Detail Screen

Note

- **Dosage, Admin Route and Frequency** will be retrieved from master setup, however prescriber can amend the value accordingly as required.
- **Dosage** for pediatric patient will come with  icon as per figure 3.1.3-9 to calculate according to patient requirements

Figure 3.1.3-9 Order Detail Screen

STEP 3

Click on the selected drug from displayed list

STEP 4

Enter **Duration** and select days/months or weeks from drop down menu

Note

- **Order Quantity** will be automatically calculated but it is editable.
- **Start Date/Time** will be defaulted to current date.
- **End Date/Time** will be calculated based on the Duration.

- Insert drug with other frequency and select '**with STAT**' checkbox.
- **First Dose to Serve** is applicable for inpatient drug order only. First Dose Now checkbox to indicate that user wants to serve the drug immediately after create the order. "1st Dose Now" function will be DISABLE if the next serving time is less than 1 hour from the current time. '1st Dose Now' function is not valid for STAT order. If 1st Dose Now is being ticked, STAT checkbox will be disable.
- **Counselling Indication** checkbox can be selected if prescriber want pharmacist to counsel the patient on the medicines.
- Check the **Patient Own Medication** checkbox if patient brought and used their own medication. Only applicable for inpatient and where pharmacist do not supply medication to the wards.
- Enter **Drug Remark** if applicable.

Figure 3.1.3-10 Favourite Search Detail Screen

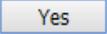
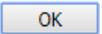
STEP 5

Click on the  button to add in prescription list

Note

- To add another drug in prescription repeat **Step 3 to 5**.
- System will allow user to transcribe quota drug whereby patient name not in the list however visit type= SPUB or Walk-In . Else alert will appear for quota drug for other visit types.

STEP 6

Click on the  button to confirm order and prescription will be send to pharmacy for dispensing. Click  as Figure 3.1.3-11 and then click  as Figure 3.1.3-12.

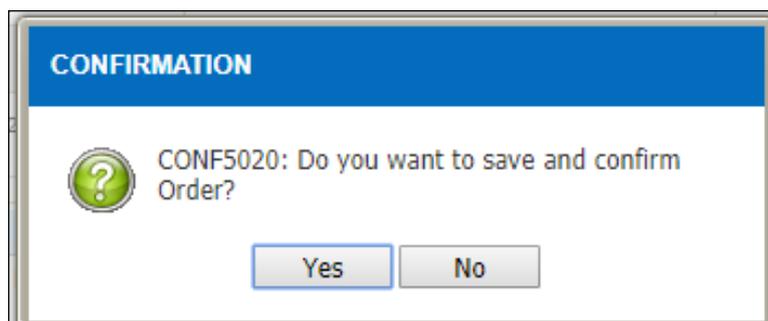


Figure 3.1.3-11 Confirmation Alert Message

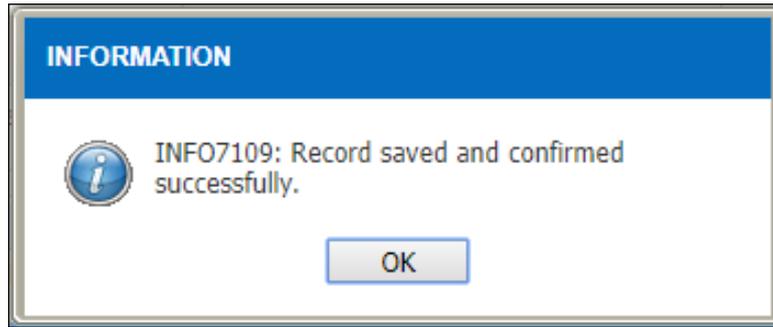
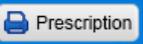


Figure 3.1.3-12 Information Alert Message

Note

- On click of confirm button, system will check if diagnosis already entered or not.
- If diagnosis is entered, order will be confirmed.
- If diagnosis is not entered, diagnosis screen will be displayed. Enter the diagnosis and the order will be confirmed.
- Once the order is confirmed, user able to see the  button as per Figure 3.1.3-13 and print the prescription as per Figure 3.1.3-14

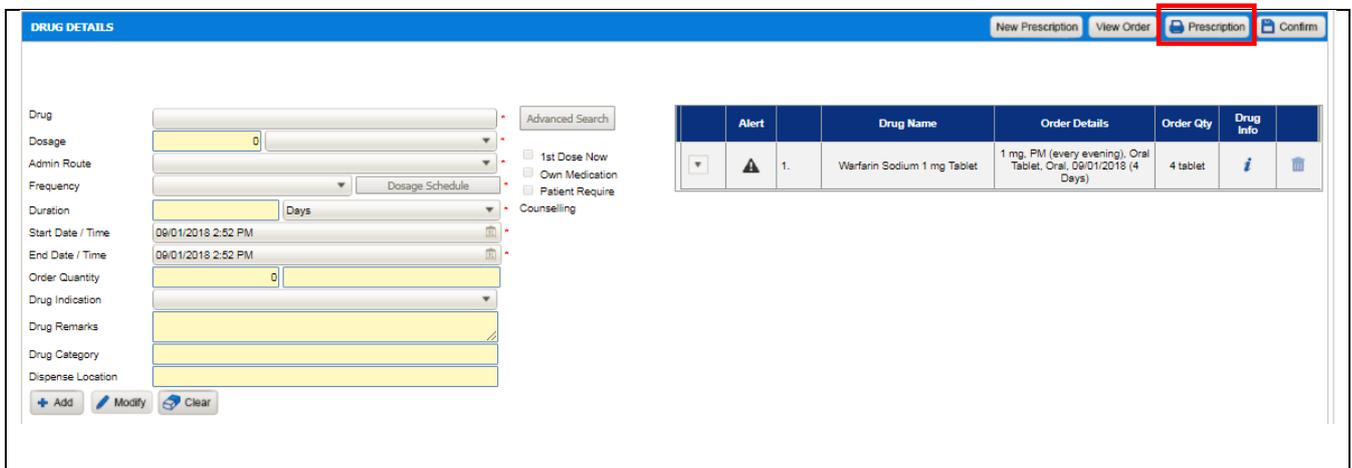


Figure 3.1.3-13 Prescription Button Enable

**Ministry of Health, Malaysia
Hospital**

| | | | |
|-------------------|--|-----------------|--------------------------|
| Patient Name | : PT TEGIT | Patient ID | : 400010015040 |
| Age | : 68 Years 4 Months 7 Days | MRN | : HPSF00186555 |
| Gender | : Female | Prescription # | : MOPC0000876360 |
| Height/Weight/BSA | : 155 cm / 55 kg / 1.56 m ² | Order Date/Time | : 25/07/2017 11:12 AM |
| Room No/Bed No | : | Location | : KLINIK PAKAR PERUBATAN |
| Diagnosis | : DIABETES MELLITUS | Allergy | : |

| Drug Name | Route | Dose | Frequency | Start Date | End Date | Duration | Prescribed Qty |
|-----------------------------|-------|------|--------------------|------------|------------|----------|----------------|
| Warfarin Sodium 2 mg Tablet | Oral | 2 mg | PM (every evening) | 25/07/2017 | 23/09/2017 | 60 Days | 60 tablet |

Prescribed by : *Dr. Sal Ismail Alan*
Designation : Pegawai Perubatan Pakar
Department : General Medicine

Figure 3.1.3-14 Printed Prescription

- Master Index of Medical Specialities (MIMS) will alert if there is any drug interaction.
- Click on the Drug Info  button to view the drug details.
- Click on the  button to save prescription as a draft and the alert message as below will appear. Click as Figure 3.1.3-15 and then click as Figure 3.1.3-16.

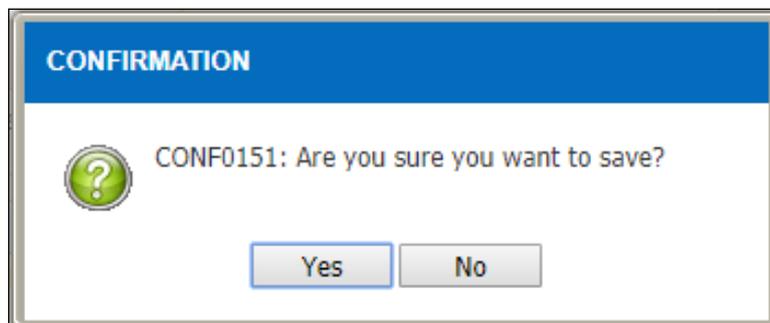


Figure 3.1.3-15 Confirmation Alert Message

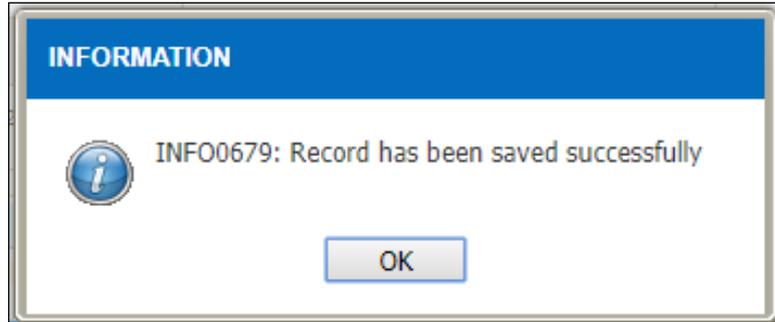


Figure 3.1.3-16 Information Alert Message

- Click on the  button as per Figure 3.1.3-13 to view prescription with more details as per Figure 3.1.3-17.

| ORDER DETAILS | | | | | | | | | | | | |
|---|-----------------------------|---|-----------|------------------------|------------------------|------------|----------------|-------------|-------------------------|---------|--------|---|
| Alert | Drug Name | Order Details | Order Qty | Start Date/Time | End Date/Time | Ward Stock | Own Medication | Counselling | Indication | Remarks | Status | Drug Info |
|  | Warfarin Sodium 2 mg Tablet | 2 mg, PM (every evening), Oral Tablet, Oral, 25/07/2017 (60 Days) | 60 tablet | 25/07/2017 11:10:40 AM | 23/09/2017 11:10:40 AM | No | No | No | Heart valve replacement | | DRAFT |  |

Figure 3.1.3-17 Order Details

3.1.4 Add to & from Favorite

Prescriber able to create their own favourite medication list for regular used. This is the quicker way to search the drug by favourite list rather than whole drug master.

The screenshot shows the 'DRUG DETAILS' interface. On the right, there is a table with columns: Alert, Drug Name, Order Details, Order Qty, and Drug Info. The first row contains 'Warfarin 2 mg' with order details '2 mg, PM (every evening), Oral Tablet, Oral, 31/01/2023 (7 Days)' and '7 tablet (RM 4.55)'. A context menu is open over the 'Warfarin' entry, with 'Add To Favourites' highlighted by a red circle labeled '2'. Another red circle labeled '1' is around the 'Alert' column header.

Figure 3.1.4-1 Add to Favorites Option Screen

Note

Repeat normal order, follow **Step 1 to 5**.

STEP 1

Right click on the button from the selected drug

STEP 2

Select **Add to Favourites** from context menu

Note

- Users are able to order drugs from favorite list.
- Click on the button as per Figure 3.1.4-2

The screenshot shows the 'DRUG DETAILS' interface. The 'Advanced Search' button is highlighted with a red rectangular box. The table on the right is empty, and the total price is RM 0.00.

Figure 3.1.4-2 Add from Favorites Option Screen

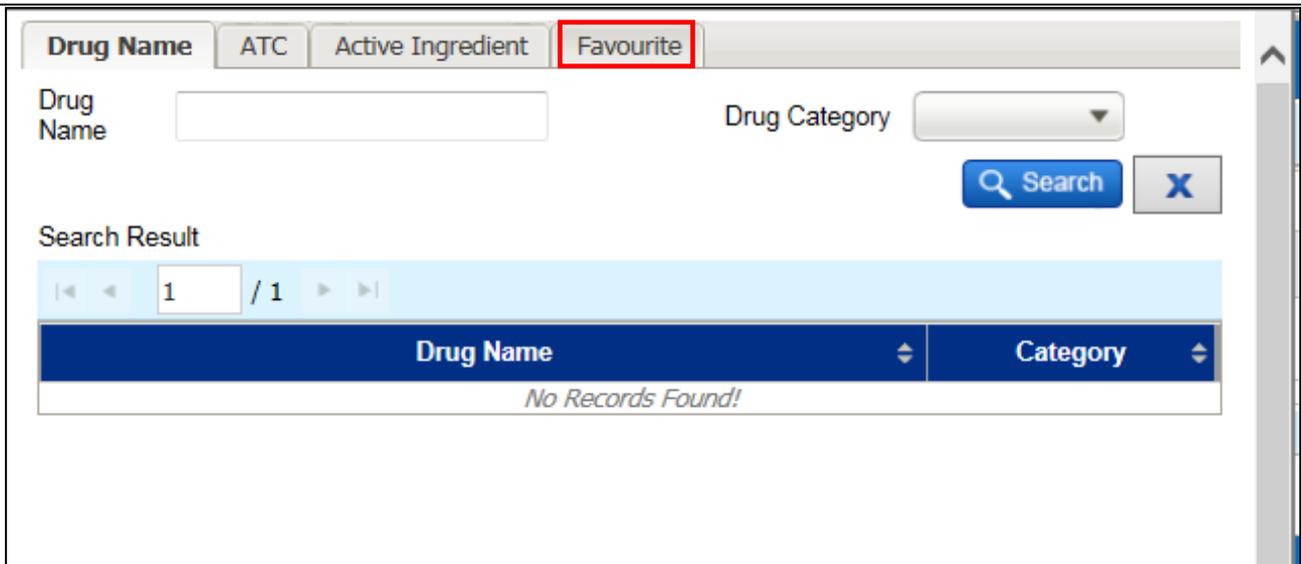


Figure 3.1.4-3 Favorites Option

- Select the **Favourite** tab as per Figure 3.1.4-3

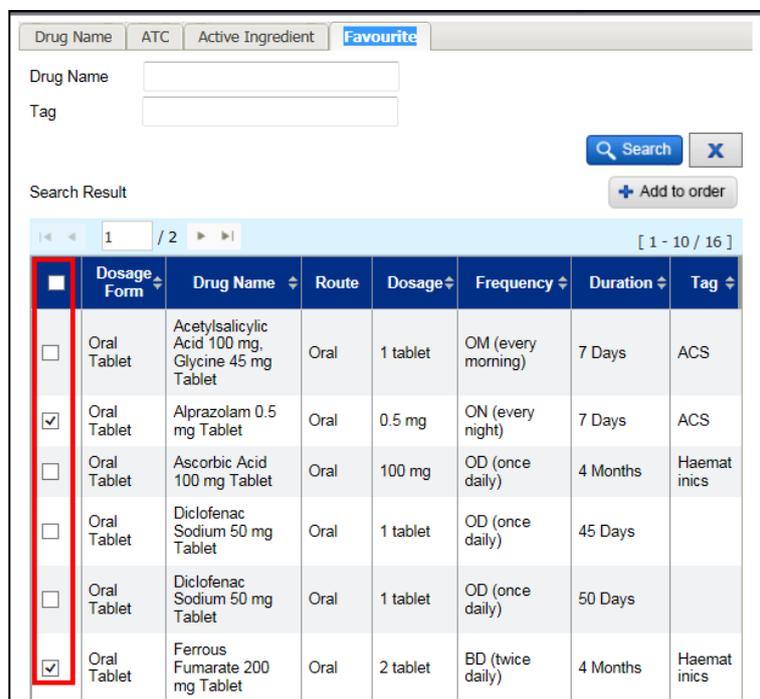


Figure 3.1.4-4 Favorite Drug List

- Tick the checkbox to select the drug as per Figure 3.1.4-4
- Once all required drugs are selected, click **+ Add to order** button.
- User can select all the drugs from all the **Favourite** pages before clicking **+ Add to order** button.

3.1.5 Split Dose

This function is used to create multi dosing in a way to administer in a different time with different dosage.

DRUG DETAILS

View Order Confirm Draft

Total Price : RM 0.00

Drug: Insulin regular (Insugen-R) 100 IU/mL Penfill * Advanced Search

Dosage: 1 IU *

Admin Route: Subcutaneous *

Frequency: TDS (3 times a day) Dosage Schedule 1 * with STAT Patient Own cation Patient Require Counselling

Duration: Days *

Start Date / Time: 07/02/2023 11:58 AM *

End Date / Time: 07/02/2023 11:58 AM *

Order Quantity: 0 penfill cartridge

Drug Indication: Diabetes

Drug Remarks:

Drug Category: B

Dispense Location: FARMASI BEKALAN WAD

+ Add Modify Clear

| Alert | Drug Name | Order Details | Order Qty | Drug Info |
|-------|-----------|---------------|-----------|-----------|
|-------|-----------|---------------|-----------|-----------|

Figure 3.1.5-1 Normal Order Screen

Note

To prescribe split dose, repeat as normal order from **Step 1** to **3**.

STEP 1

Click on the **Dosage Schedule** button and dose schedule screen will display as per Figure 3.1.5-2

DOSE SCHEDULE

Reset Split Dose

Administration Time: 08:00 AM 12:00 PM 2 08:00 PM 3

Dose: 1 IU 1 IU 1 IU

Figure 3.1.5-2 Split Dose Schedule Screen

STEP 2

Change the dose for each **Administration Time**

Note

Prescriber is allowed to change the admin time if necessary. Number of column displayed based on frequency selected.

STEP 3

Click on the  button to save record

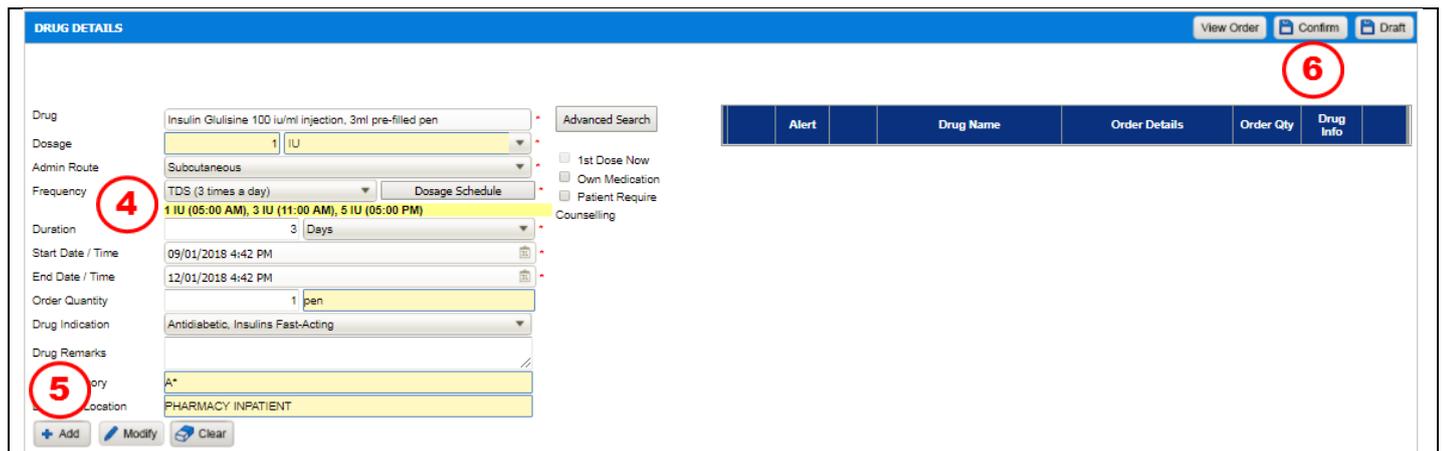


Figure 3.1.5-3 Normal Order Screen

STEP 4

Enter **Duration** and select days/months or weeks from drop down menu

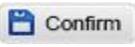
STEP 5

Click on the  button to add drug in prescription list

Note

- Split dose is only applicable for selected drug as defined in the Drug Master setup
- Split dose is applicable for Heamodialysis patients and user able to change the admin time and dosage for each admin time.
-

STEP 6

Click on the  button to confirm order

3.1.6 Tapering

Tapering is a function to prescribe same drug with gradually decreasing or increasing the drug dosage by specific duration and time. Tapering drug functions divided into two (2) categories which are taper up refer as increase dosage or taper down refer as decrease dosage. Only selected drug which has been defined in drug master set up are allowed to do tapering.

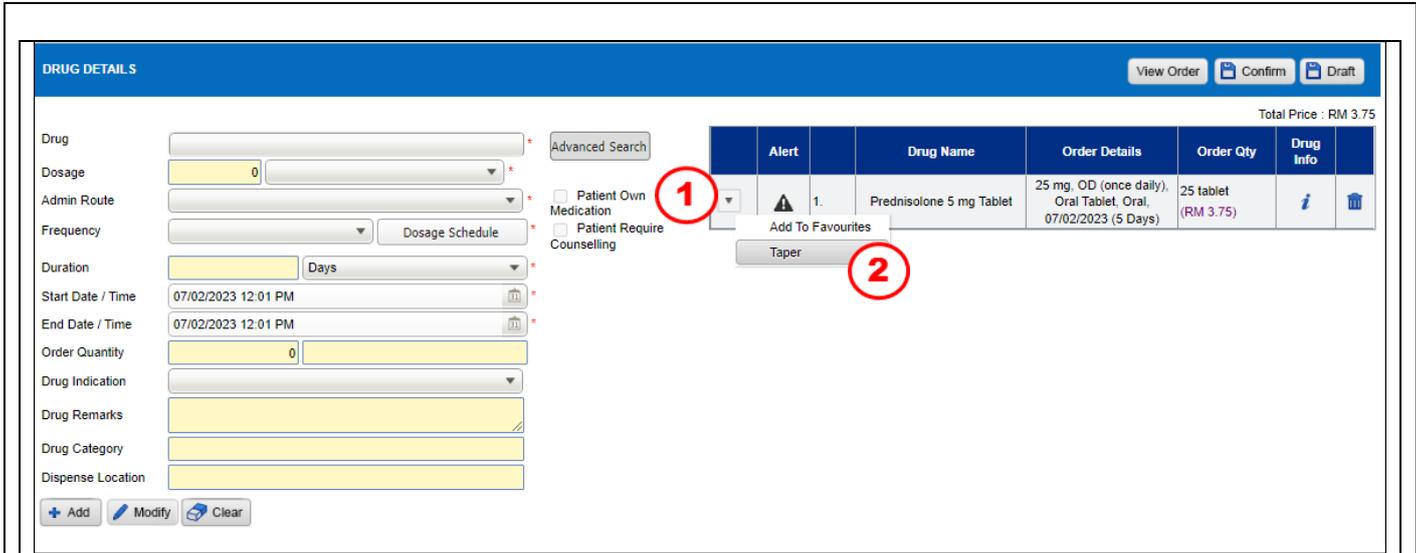


Figure 3.1.6-1 Taper Up Option Screen

Note

To taper prescribed drug, order the first dose as normal order from **Step 1 to 5**.

STEP 1

Right click on the button from the selected drug

STEP 2

Select **Taper** and the **taper up / down** screen will be display as per Figure 3.1.6-2

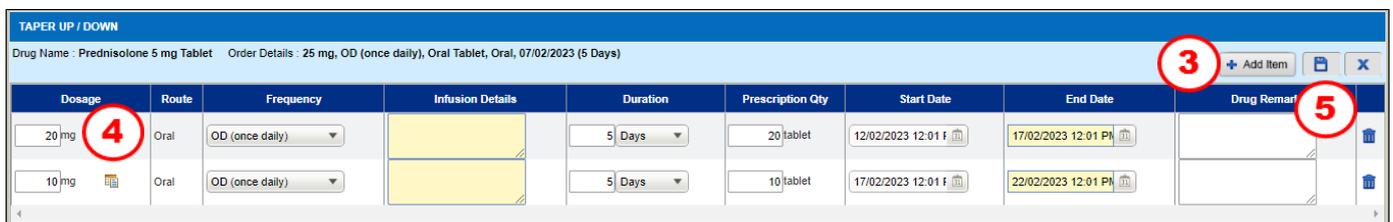


Figure 3.1.6-2 Drug Details Screen

STEP 3

Click **Add Item** button

STEP 4

Enter **Dosage** and **Duration of drugs** as required.

Note

For Taper up, dosage cannot be same than previous dosage. Same as for Taper down, the dosage cannot be same dosage as well.

STEP 5

Click on the button to save record

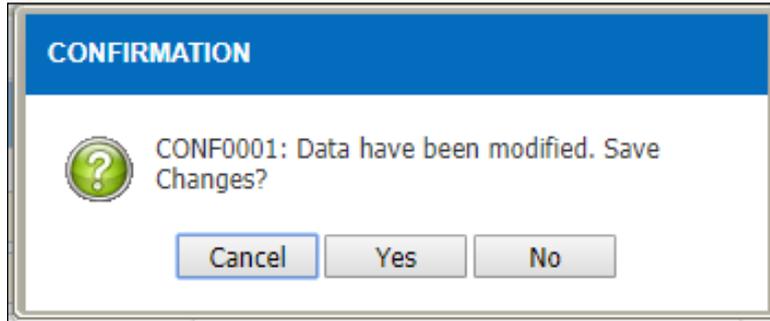


Figure 3.1.6-3 Confirmation Alert Message

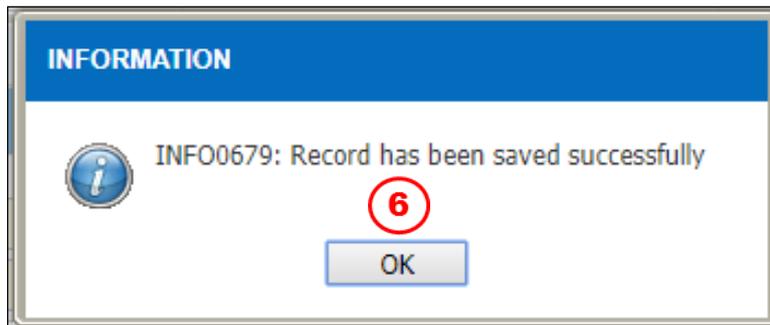
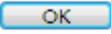


Figure 3.1.6-4 Information Alert Message

STEP 6

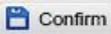
Click on the  button to proceed tapering

DRUG DETAILS
View Order  Confirm  Draft

| <p>Drug: <input type="text"/></p> <p>Dosage: <input type="text" value="0"/> <input type="text"/></p> <p>Admin Route: <input type="text"/></p> <p>Frequency: <input type="text"/> Dosage Schedule: <input type="text"/></p> <p>Duration: <input type="text"/> Days</p> <p>Start Date / Time: 07/02/2023 12:01 PM</p> <p>End Date / Time: 07/02/2023 12:01 PM</p> <p>Order Quantity: <input type="text" value="0"/></p> <p>Drug Indication: <input type="text"/></p> <p>Drug Remarks: <input type="text"/></p> <p>Drug Category: <input type="text"/></p> <p>Dispense Location: <input type="text"/></p> <p><input type="button" value="+ Add"/> <input type="button" value="Modify"/> <input type="button" value="Clear"/></p> | <p>Advanced Search</p> <p><input type="checkbox"/> Patient Own Medication</p> <p><input type="checkbox"/> Patient Require Counselling</p> | <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Alert</th> <th>Drug Name</th> <th>Order Details</th> <th>Order Qty</th> <th>Drug Info</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1.</td> <td>Prednisolone 5 mg Tablet</td> <td>25 mg, OD (once daily), Oral Tablet, Oral, 07/02/2023 (5 Days)</td> <td>25 tablet (RM 3.75)</td> <td> </td> </tr> <tr> <td></td> <td>Prednisolone 5 mg Tablet(Taper)</td> <td>20 mg, OD (once daily), Oral Tablet, Oral, 12/02/2023 (5 Days)</td> <td>20 tablet (RM 3.00)</td> <td></td> </tr> <tr> <td></td> <td>Prednisolone 5 mg Tablet(Taper)</td> <td>10 mg, OD (once daily), Oral Tablet, Oral, 17/02/2023 (5 Days)</td> <td>10 tablet (RM 1.50)</td> <td></td> </tr> </tbody> </table> <p style="text-align: right;">Price : RM 8.25</p> | Alert | Drug Name | Order Details | Order Qty | Drug Info | 1. | Prednisolone 5 mg Tablet | 25 mg, OD (once daily), Oral Tablet, Oral, 07/02/2023 (5 Days) | 25 tablet (RM 3.75) |   | | Prednisolone 5 mg Tablet(Taper) | 20 mg, OD (once daily), Oral Tablet, Oral, 12/02/2023 (5 Days) | 20 tablet (RM 3.00) |  | | Prednisolone 5 mg Tablet(Taper) | 10 mg, OD (once daily), Oral Tablet, Oral, 17/02/2023 (5 Days) | 10 tablet (RM 1.50) |  |
|---|---|--|---------------------|---|---------------|-----------|-----------|----|--------------------------|--|---------------------|---|--|---------------------------------|--|---------------------|---|--|---------------------------------|--|---------------------|---|
| Alert | Drug Name | Order Details | Order Qty | Drug Info | | | | | | | | | | | | | | | | | | |
| 1. | Prednisolone 5 mg Tablet | 25 mg, OD (once daily), Oral Tablet, Oral, 07/02/2023 (5 Days) | 25 tablet (RM 3.75) |   | | | | | | | | | | | | | | | | | | |
| | Prednisolone 5 mg Tablet(Taper) | 20 mg, OD (once daily), Oral Tablet, Oral, 12/02/2023 (5 Days) | 20 tablet (RM 3.00) |  | | | | | | | | | | | | | | | | | | |
| | Prednisolone 5 mg Tablet(Taper) | 10 mg, OD (once daily), Oral Tablet, Oral, 17/02/2023 (5 Days) | 10 tablet (RM 1.50) |  | | | | | | | | | | | | | | | | | | |

Figure 3.1.6-5 Normal Order Screen

STEP 7

Click on the  button to confirm order

Note

- Repeat **Step 1 to 5** if another level of taper is required.
- To modify prescription, delete the latest tapering from the list.

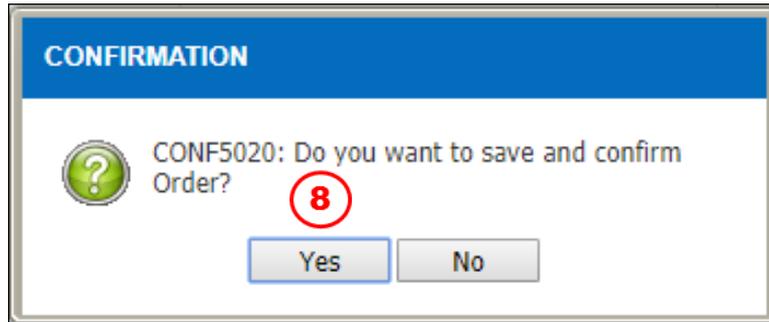


Figure 3.1.6-6 Confirmation Alert Message

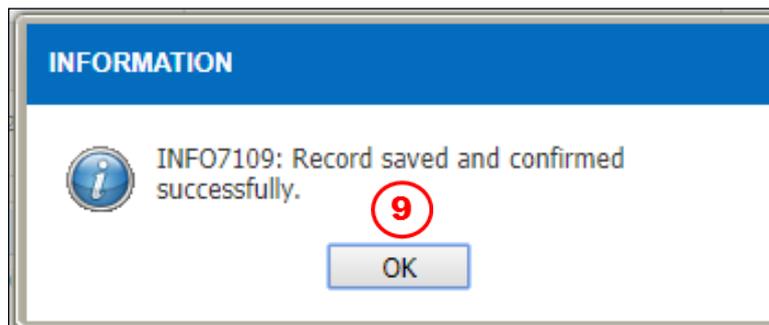
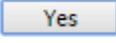


Figure 3.1.6-7 Information Alert Message

STEP 8

Click on the  button to confirm

STEP 9

Click on the  button

3.1.7 Discharge Medication

This function is only for inpatient discharge medication. The discharge medication can be prescribed before the patient being discharge.

Figure 3.1.7-1 Discharge Medication Listing Page

STEP 1

Click on the 'Order Management' menu and followed by 'Discharge Medication' sub-menu

Note

- By default, list of patient will be displayed according to prescriber location access
- Various search criteria is provided as below:

| No | Field | Description | Remark |
|----|--------------|-------------------------------|---|
| a | MRN | Patient Medical Record Number | Search option: <ul style="list-style-type: none"> • Type the MRN either full or partial: Example: HPSF00001234 or "1234" |
| b | Patient Name | Patient Name | Allow to search by patient full name or partial |
| c | Location | Patient visit location | Able to filter and search patient by visit location |
| d | Visit Date | Visit Date | Patient visits on the facility |

Table 3.1.7-1

- Search result of patient record list will be displayed:
 - MRN
 - ID No
 - Patient Name
 - Location
 - Prescriber Name
 - Visit Type
 - Encounter No
 - Visit Date

- Order Status
- Home Leave

STEP 2

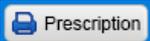
Click on the  button to search patient

STEP 3

Double click on the selected patient record

Figure 3.1.7-2 Discharge Medication Screen

Note

- Follow the step as normal order in Section 3.1.3 as Normal Order.
- Discharge medication only applicable for Inpatient, Day care and Emergency patient.
- Once the order is confirmed, user able to see the  button as per Figure 3.1.7-3 and print the prescription if required.

DISCHARGE MEDICATION
X

| | | | |
|---|--------------------------------|-------------|-----------------------------|
|  | Age 66 Years 07 Months 19 Days | Gender Male | MRN HPSF00017833 |
| Address | Phone And Email | Diagnosis | Allergy: No Known Allergies |
| Vital Sign | | | |

Height cm Weight kg BMI/BSA 0/0 m² G6PD Deficiency Update (Last Updated :) Nationality : Warganegara

Demographic | Medication Profile | Pharmacist Notes | Monitoring Parameter | Counselling History | Other Appointment | VAS History

Encounter No: 0782 Actual Admission Date: 07/10/2021 Attending Practitioner: Visit Location: WAD 3 Reference No: AE K3 Prescriber Dept.: General Medicine Pensioner -SELECT- Update

NORMAL ORDER

Patient Diagnosis

Allergy

Adverse Drug Reaction

Normal Order

Discharge Summary & Note

DRUG DETAILS
New Prescription View Order Prescription Confirm

| | | | | | |
|-------------------|---|--|---|--|--|
| Drug | <input type="text"/> | <input type="button" value="Advanced Search"/> | | | |
| Dosage | <input type="text" value="0"/> | <input type="text"/> | <input type="checkbox"/> Patient Own Medication <input type="checkbox"/> Patient Require Counselling | | |
| Admin Route | <input type="text"/> | <input type="text"/> | | | |
| Frequency | <input type="text"/> | <input type="text" value="Days"/> | | | |
| Duration | <input type="text"/> | <input type="text"/> | | | |
| Start Date / Time | <input type="text" value="31/01/2023 4:13 PM"/> | <input type="text"/> | | | |
| End Date / Time | <input type="text" value="31/01/2023 4:13 PM"/> | <input type="text"/> | | | |
| Order Quantity | <input type="text" value="0"/> | <input type="text"/> | | | |
| Drug Indication | <input type="text"/> | <input type="text"/> | | | |

| Alert | Drug Name | Order Details | Order Qty | Drug Info |
|-------|-----------------------------|---|---------------------|-----------|
| 1. | Warfarin Sodium 2 mg Tablet | 2 mg, PM (every evening), Oral Tablet, Oral, 31/01/2023 (10 Days) | 10 tablet (RM 6.50) | i |

Total Price : RM 6.50

Figure 3.1.7-3 Prescription Button Enable

3.1.8 Renew Rx

This function is use by prescriber to renew the drugs from patient’s profile.

MEDICATION ORDER

MyKad: [REDACTED] Age: 05 Months 06 Days Gender: Male MRN: [REDACTED]

Address: [REDACTED] Phone And Email: [REDACTED] Diagnosis: [REDACTED] Known Allergies: [REDACTED] Vital Sign: [REDACTED]

Height: 50 cm Weight: 4.39 kg BMI/BSA: 17.6 / 0.25 m² G6PD: [REDACTED] Update (Last Updated:) Nationality: Warganegara

Encounter No: 0009 Actual Admission Date: 04/06/2020 Attending Practitioner: Dr. [REDACTED] Visit Location: NICU Prescriber Dept.: General Paediatrics (Paediatric Medicine) Pensioner: [REDACTED] Update

DRUG DETAILS

Drug: [REDACTED] Admin Route: [REDACTED] Frequency: [REDACTED] Duration: [REDACTED] Days Start Date / Time: 10/11/2020 1:22 PM End Date / Time: 10/11/2020 1:22 PM

Order Quantity: [REDACTED] Drug Indication: [REDACTED] Drug Remarks: [REDACTED] Drug Category: [REDACTED] Dispense Location: [REDACTED]

Advanced Search: [REDACTED]

1st Dose Now: [REDACTED] Patient Own Medication: [REDACTED] Patient Require Counselling: [REDACTED]

Total Price: RM 0.00

Buttons: + Add, Modify, Clear

Figure 3.1-8-1 Medication Order Screen

STEP 1

Click on **Medication Profile** hyperlink

STEP 2

Click on the to select drugs that want to renew

STEP 3

Click on the **Re-Order Rx** button to renew selected drugs

MEDICATION PROFILE

MyKad: [REDACTED] Age: 05 Months 06 Days Gender: Male MRN: [REDACTED]

Address: [REDACTED] Phone And Email: [REDACTED] Diagnosis: [REDACTED] Nationality: Warganegara Known Allergies: [REDACTED] Vital Sign: [REDACTED]

Height: 50 cm Weight: 4.39 kg BMI/BSA: 17.6 / 0.25 m² (Last Updated:) Nationality: Warganegara

Drug Name: [REDACTED] Visit Type: [REDACTED] Prescription Date From: [REDACTED] Prescription Date To: [REDACTED] Prescription Status: [REDACTED] Location: [REDACTED] Prescription Number: [REDACTED]

Search: [REDACTED]

NORMAL MEDICATION

Re-Order Rx with different duration Re-Order Rx Stop Change Save

Current Medication

| Rx No. | Discharge Medication | Drug Name | Dose | Route | Frequency | Duration | Start Date | End Date | Status | Order By | Prescribed Qty | Stop/Change Reason | End Date Supply |
|---|----------------------|-----------------------------|-------|------------|--------------------|----------|------------------------|------------------------|---------|----------------|----------------|--------------------|-----------------|
| <input type="checkbox"/> WRD8890002340343 | No | Alkaline Nasal Douche | 1 app | Intranasal | OD (once daily) | 7 Days | 10/11/2020 01:14:21 PM | 17/11/2020 01:14:21 PM | ORDERED | Dr. [REDACTED] | 35 gram | | |
| <input type="checkbox"/> WRD8890002340343 | No | Amlodipine 10 mg Tablet | 10 mg | Oral | OM (every morning) | 7 Days | 10/11/2020 01:14:04 PM | 17/11/2020 01:14:04 PM | ORDERED | Dr. [REDACTED] | 7 tablet | | |
| <input type="checkbox"/> WRD8890002340343 | No | Warfarin Sodium 2 mg Tablet | 2 mg | Oral | Thu-Sun weekly | 7 Days | 10/11/2020 01:05:04 PM | 17/11/2020 01:05:04 PM | ORDERED | Dr. [REDACTED] | 4 tablet | | |

Previous Medication

| Rx No. | Discharge Medication | Drug Name | Dose | Route | Frequency | Duration | Start Date | End Date | Status | Order By | Prescribed Qty | Stop/Change Reason | End Date Supply |
|--|----------------------|---------------|-------|-------|---------------------|----------|------------------------|------------------------|----------|----------------|----------------|--------------------|-----------------|
| <input checked="" type="checkbox"/> WRD8890002338937 | No | Aqueous Cream | 1 app | LA | BD (twice daily) | 7 Days | 07/09/2020 08:33:37 PM | 14/09/2020 08:33:37 PM | VERIFIED | Dr. [REDACTED] | 7 gram | | |
| <input type="checkbox"/> SKNC0002338605 | No | Aqueous Cream | 1 app | LA | TDS (3 times a day) | 30 Days | 07/09/2020 03:05:08 PM | 07/10/2020 03:05:08 PM | PREPARED | Dr. [REDACTED] | 250 gram | | |

Figure 3.1-8-2 Medication Profile – Renew order Rx Screen

MEDICATION ORDER

XXXXXXXXXX XXXXX XXXX XXXXXXXXX

Address

MyKid 1234567890

Phone And Email

Age 05 Months 06 Days

Diagnosis

Gender Male

Known Allergies

MIRN XXXXXXXXXX

Vital Sign

Height 50 cm Weight 4.39 kg BMI/BSA 17.6 / 0.25 m² G6PD Update (Last Updated :) Nationality: Warganegara

Encounter No: 0009 Actual Admission Date: 04/06/2020 Attending Practitioner: Dr. [Name] Visit Location: NICU Prescriber Dept: General Paediatrics (Paediatric Medicine) Pensioner -SELECT- Update
4

Patient Diagnosis

Allergy

Adverse Drug Reaction

Nutritional Assessment

Normal Order

Infusion Order

Parenteral Nutrition

Cytotoxic Drug Reconstitution

Therapeutic Drug Monitoring

Radiopharmaceuticals

View MAR

Referral Visit

DRUG DETAILS

Drug

Dosage

Admin Route

Frequency Dosage Schedule

Duration Days

Start Date / Time

End Date / Time

Order Quantity

Drug Indication

Drug Remarks

Drug Category

Dispense Location

Advanced Search

1st Dose Now

Patient Own Medication

Patient Require Counselling

| Alert | Drug Name | Order Details | Order Qty | Drug Info |
|-------|---------------|--|-----------|-----------|
| ▲ 1. | Aqueous Cream | 1 spp. BD (twice daily), Topical Cream LA, 10/11/2020 (7 Days) | 7 gram | (RM 0.35) |

Total Price : RM 0.35

View Order

+ Add

Figure 3.1-8-3 Normal Order Screen

STEP 4

Click on button to confirm the prescription

Note

System will allow user to transcribe quota drug whereby patient name not in the list however visit type= SPUB or Walk-In . Else alert will appear for quota drug for other vissit types.

3.1.9 Re Order RX With Different Duration

This function is use by prescriber to renew the drugs from patient’s profile with new duration.

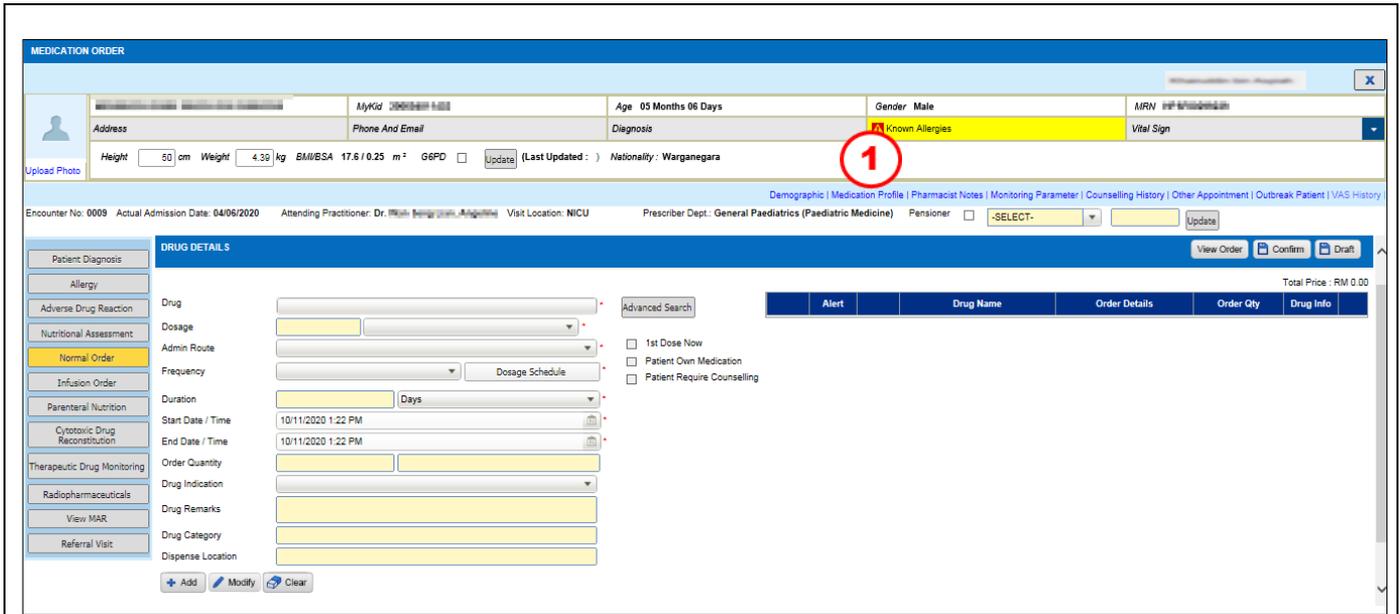


Figure 3.1.9-1 Medication Order Screen

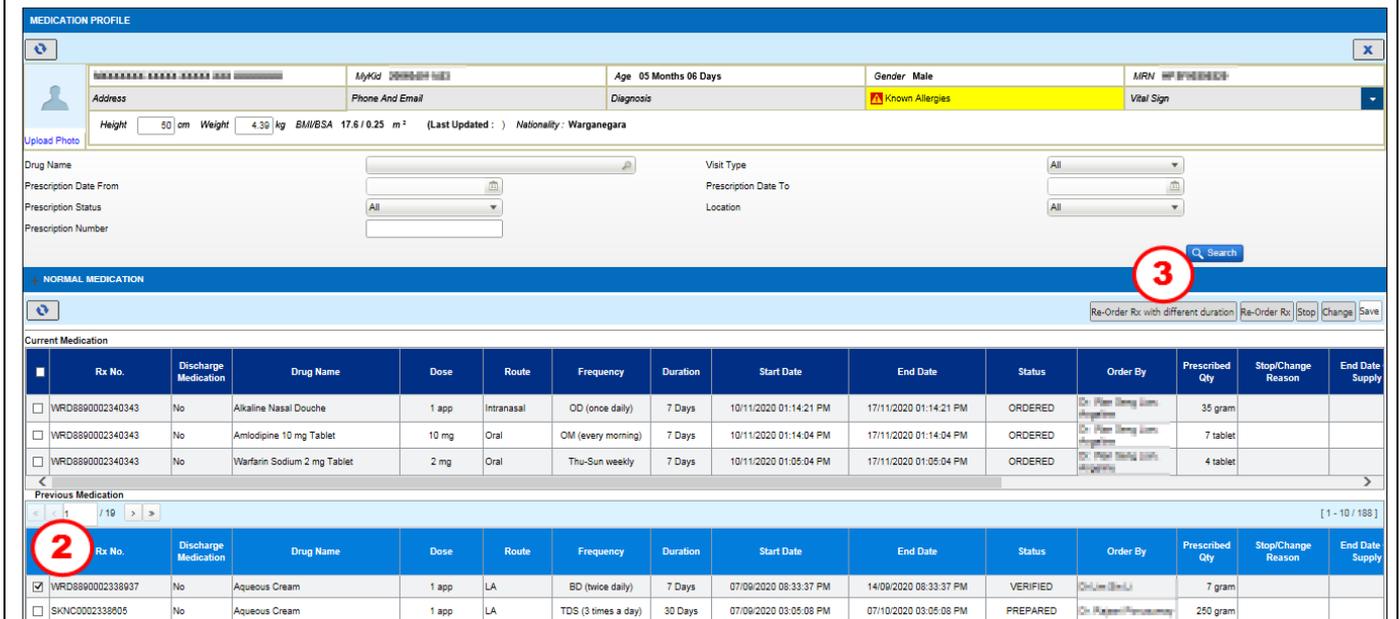


Figure 3.1.9-2 Medication Profile Screen

STEP 1

Click on **Medication Profile** hyperlink

STEP 2

Click on the to select drugs that want to renew

STEP 3

Click on the **Renew Rx with different duration** to renew selected drugs

Figure 3.1.9-3 Renew RX With Different Duration Screen

STEP 4

Select either **New Duration** or/and **End Date**

STEP 5

Click the button

| Alert | Drug Name | Order Details | Order Qty | Drug Info |
|-------|---------------|--|---------------------|-----------|
| 1 | Aqueous Cream | 1 app. TDS (3 times a day), Topical Cream, LA, 10/11/2020 (3 Days) | 5 gram (RM 0.25) | |

Figure 3.1.9-5 Normal Order Screen

STEP 6

Click on button to confirm the prescription

Note

If the end date is selected, the New Duration will be auto calculated and vice versa if New Duration is inserted.

Figure 3.1.9-6 Information Alert Message

Note

- **Stop Previous Order:** Patient has to stop the medication dispensed during the previous visit and continue with the new prescribed medication. If this option is selected, medication's start date will be the current date.
- **Renew with current end date:** Patient will continue with the medication dispensed previously. If this option is selected, medication's start date will be continuing from the end date of the previous medication.

- Alert message as Figure 3.1.9-6 will not appear if the medication's end date are same with today's date from active current prescription and system will directly insert the renew order into draft list in medication order screen. The previous medication will be stopped automatically as per Figure 3.1.9-7

| Previous Medication | | | | | | | | | | |
|--------------------------|----------------|----------------------|----------------------------|----------|-------|------------------|---------------------|--------|----------|----------------|
| | Rx No. | Discharge Medication | Drug Name | Dose | Route | Frequency | Status | Reason | Duration | Prescribed Qty |
| <input type="checkbox"/> | MOPC0000875156 | No | Terazosin HCl 2 mg Tablet | 2 mg | Oral | OD (once daily) | CANCELLED | | 1 Days | 1 tablet |
| <input type="checkbox"/> | MOPC0000875156 | No | Ranitidine 150 mg Tablet | 150 mg | Oral | BD (twice daily) | CANCELLED | | 1 Days | 2 tablet |
| <input type="checkbox"/> | MOPC0000875156 | No | Digoxin 0.25 mg Tablet | 0.25 mg | Oral | OD (once daily) | CANCELLED | | 1 Days | 1 tablet |
| <input type="checkbox"/> | MOPC0000875154 | No | Digoxin 0.25 mg Tablet | 0.25 mg | Oral | OD (once daily) | CANCELLED | | 5 Days | 5 tablet |
| <input type="checkbox"/> | A&E0000641533 | Yes | Tramadol HCl 50 mg Capsule | 50 mg | Oral | TDS PRN | PARTIALLY DISPENSED | | 14 Days | 42 capsule |
| <input type="checkbox"/> | A&E0000641533 | Yes | Paracetamol 500 mg Tablet | 2 tablet | Oral | QID PRN | PARTIALLY DISPENSED | | 14 Days | 112 tablet |

Figure 3.1.9-7 Information Alert Message

MEDICATION PROFILE

Age: 21 Years 01 Months 05 Days | Gender: Male | MRN: HPSF00328382

Address: | Phone And Email: | Disease: | Nationality: Warganegara | Allergy: No Known Allergies | Vital Sign: |

Height: 155 cm | Weight: 65 kg | BMI/BSA: 27.1 / 1.67 m² (Last Updated: 07/02/2023) | Nationality: Warganegara

Drug Name: | Visit Type: | Prescription Date From: | Prescription Date To: | Prescription Status: | Location: | Prescription Number: |

NORMAL MEDICATION

Re-Order Rx with different duration | Re-Order Rx | Stop | Change | Save

| | Rx No. | Discharge Medication | Drug Name | Dose | Route | Frequency | Duration | Start Date | End Date | Status | Order By |
|-------------------------------------|----------------|----------------------|---------------------------------|-------|-------|-----------------|----------|------------------------|------------------------|---------|----------|
| <input checked="" type="checkbox"/> | MOPC0002731317 | No | Prednisolone 5 mg Tablet | 25 mg | Oral | OD (once daily) | 5 Days | 12/02/2023 12:32:46 PM | 12/02/2023 12:32:46 PM | ORDERED | |
| <input type="checkbox"/> | MOPC0002731317 | No | Prednisolone 5 mg Tablet(Taper) | 20 mg | Oral | OD (once daily) | 5 Days | 12/02/2023 12:01:00 PM | 17/02/2023 12:01:00 PM | ORDERED | |
| <input type="checkbox"/> | MOPC0002731317 | No | Prednisolone 5 mg Tablet(Taper) | 10 mg | Oral | OD (once daily) | 5 Days | 17/02/2023 12:01:00 PM | 22/02/2023 12:01:00 PM | ORDERED | |

Figure 3.1.10-3 Medication Profile Screen

STEP 4

Change by enter **Dose, Frequency, Duration, Start Date, End Date, Prescribed Qty with Stop/Change Reason**

STEP 5

Click on the to save the changes

CONFIRMATION

CONF7231: You are about to change the selected drug(s) in the list. Do you want to proceed?

Figure 3.1.10-4 Confirmation Alert Message

STEP 6

click on to proceed ordering screen

INFORMATION

INFO7109: Record saved and confirmed successfully.

Figure 3.1.10-5 Information Alert Message

STEP 7

Click on to confirm the changes

3.1.11 Stop

Prescriber is allowed to stop current medication.

MEDICATION ORDER

Encounter No: 0001 Actual Visit Date: 07/02/2023 Attending Practitioner: Visit Location: KLINIK PAKAR PERUBATAN Prescriber Dept: Pens **1** -SELECT- Update

DRUG DETAILS

Drug: [Text Box] Dosage: 0 Admin Route: [Text Box] Frequency: [Text Box] Duration: [Text Box] Days Start Date / Time: 07/02/2023 12:08 PM End Date / Time: 07/02/2023 12:08 PM Order Quantity: 0 Drug Indication: [Text Box] Drug Remarks: [Text Box] Drug Category: [Text Box]

Current Medication

| | Rx No. | Discharge Medication | Drug Name | Dose | Route | Frequency | Duration | Start Date | End Date | Status | Order By |
|-------------------------------------|----------------|----------------------|---------------------------------|-------|-------|-----------------|----------|------------------------|------------------------|---------|----------|
| <input checked="" type="checkbox"/> | 731317 | No | Prednisolone 5 mg Tablet | 25 mg | Oral | OD (once daily) | 5 Days | 07/02/2023 12:01:27 PM | 12/02/2023 12:01:27 PM | ORDERED | |
| <input type="checkbox"/> | MOPC0002731317 | No | Prednisolone 5 mg Tablet(Taper) | 20 mg | Oral | OD (once daily) | 5 Days | 12/02/2023 12:01:00 PM | 17/02/2023 12:01:00 PM | ORDERED | |
| <input type="checkbox"/> | MOPC0002731317 | No | Prednisolone 5 mg Tablet(Taper) | 10 mg | Oral | OD (once daily) | 5 Days | 17/02/2023 12:01:00 PM | 22/02/2023 12:01:00 PM | ORDERED | |

Figure 3.1.11-1 Medication Order Screen

STEP 1

Click on **Medication Profile** hyperlink

MEDICATION PROFILE

Drug Name: [Text Box] Visit Type: All Prescription Date From: [Text Box] Prescription Date To: [Text Box] Prescription Status: All Prescription Number: [Text Box]

NORMAL MEDICATION

Re-Order Rx with different duration Re-Order Rx Stop Change Save

Current Medication

| | Rx No. | Discharge Medication | Drug Name | Dose | Route | Frequency | Duration | Start Date | End Date | Status | Order By |
|-------------------------------------|----------------|----------------------|---------------------------------|-------|-------|-----------------|----------|------------------------|------------------------|---------|----------|
| <input checked="" type="checkbox"/> | 731317 | No | Prednisolone 5 mg Tablet | 25 mg | Oral | OD (once daily) | 5 Days | 07/02/2023 12:01:27 PM | 12/02/2023 12:01:27 PM | ORDERED | |
| <input type="checkbox"/> | MOPC0002731317 | No | Prednisolone 5 mg Tablet(Taper) | 20 mg | Oral | OD (once daily) | 5 Days | 12/02/2023 12:01:00 PM | 17/02/2023 12:01:00 PM | ORDERED | |
| <input type="checkbox"/> | MOPC0002731317 | No | Prednisolone 5 mg Tablet(Taper) | 10 mg | Oral | OD (once daily) | 5 Days | 17/02/2023 12:01:00 PM | 22/02/2023 12:01:00 PM | ORDERED | |

Figure 3.1.11-2 Medication Profile Screen

STEP 2

Tick on the checkbox to select drugs

STEP 3

Click on the button to stop the selected drugs

INFORMATION

X

i INFO8036: The drug Prednisolone 5 mg Tablet
 Frequency : 25 mg, OD (once daily), Oral Tablet
 Duration :(5 Days)
 Start/End Date : 07/02/2023 - 12/02/2023
 Active in the previous medication

Proceed Order
Stop Previous Order
Re-Order with current end date

Apply to all selected drugs

Figure 3.1.11-3 Medication Profile Screen

STEP 4

Click on **Stop Previous Order**

MEDICATION PROFILE

5
X

Age 21 Years 01 Months 05 Days
Gender Male
MRN HPSF00328382

Address
Phone And Email
Diagnosis
Allergy: No Known Allergies
Vital Sign

Height 155 cm Weight 65 kg BMI/BSA 27.1 / 1.67 m² (Last Updated : 07/02/2023)
Nationality : Warganegara

Drug Name Visit Type

Prescription Date From Prescription Date To

Prescription Status Location

Prescription Number

Search

NORMAL MEDICATION

Re-Order Rx with different duration
Re-Order Rx
Stop
Change
Save

Current Medication

| | Rx No. | Discharge Medication | Drug Name | Dose | Route | Frequency | Duration | Start Date | End Date | Status | Order By |
|--------------------------|------------------|----------------------|---|----------|------------|---------------------|----------|------------------------|---|-------------------|-------------------|
| <input type="checkbox"/> | MOPC0002731317 | No | Prednisolone 5 mg Tablet | 25 mg | Oral | OD (once daily) | 5 Days | 07/02/2023 12:01:27 PM | 12/02/2023 12:01:27 PM (07/02/2023 12:36:30 PM) | CANCELLED | |
| <input type="checkbox"/> | MOPC0002731317 | No | Prednisolone 5 mg Tablet(Taper) | 20 mg | Oral | OD (once daily) | 5 Days | 12/02/2023 12:01:00 PM | 17/02/2023 12:01:00 PM | CANCELLED | |
| <input type="checkbox"/> | MOPC0002731317 | No | Prednisolone 5 mg Tablet(Taper) | 10 mg | Oral | OD (once daily) | 5 Days | 17/02/2023 12:01:00 PM | 22/02/2023 12:01:00 PM | CANCELLED | |
| <input type="checkbox"/> | WRD8790002731283 | No | Salbutamol 100 mcg/dose Inhaler (200 doses) | 1 puff | Inhalation | PRN | 7 Days | 09/11/2022 11:57:07 AM | 16/11/2022 11:57:07 AM | VERIFIED/ OWN MED | |
| <input type="checkbox"/> | WRD8790002731283 | No | Digoxin 0.25 mg Tablet | 0.25 mg | Oral | OD (once daily) | 7 Days | 09/11/2022 11:56:42 AM | 16/11/2022 11:56:42 AM | VERIFIED | |
| <input type="checkbox"/> | WRD8790002731283 | No | Paracetamol 500 mg Tablet | 2 tablet | Oral | PRN | 7 Days | 09/11/2022 11:56:06 AM | 16/11/2022 11:56:06 AM | VERIFIED | |
| <input type="checkbox"/> | WRD8790002731283 | No | Salbutamol 2 mg Tablet | 2 mg | Oral | BD (twice daily) | 7 Days | 09/11/2022 11:56:00 AM | 16/11/2022 11:56:55 AM | VERIFIED/ OWN MED | |
| <input type="checkbox"/> | MOPC0002731096 | No | Prednisolone 5 mg Tablet | 10 mg | Oral | OD (once daily) | 5 Days | 25/03/2022 11:24:04 AM | 30/03/2022 11:24:04 AM | ORDERED | Dr.Norhaliza Mohd |
| <input type="checkbox"/> | MOPC0002731095 | No | Gabapentin 300 mg Capsule | 300 mg | Oral | TDS (3 times a day) | 5 Days | 22/03/2022 10:58:28 AM | 27/03/2022 10:58:28 AM | ORDERED | Dr.Norhaliza Mohd |
| <input type="checkbox"/> | MOPC0002731095 | No | Magnesium Trisilicate Tablet | 2 tablet | Oral | TDS PRN | 5 Days | 22/03/2022 10:57:51 AM | 27/03/2022 10:57:51 AM | ORDERED | Dr.Norhaliza Mohd |

Previous Medication

[1 - 10 / 11]

Figure 3.1.11-4 Medication Profile Screen

Note

Once the drug is stop, it will be updated under **Previous Medication** with the status **Stop** or **Cancelled** as per Figure 3.1.11-14

STEP 5

Click on the X to close the screen as per Figure 3.1.11-4

3.1.12 View MAR

This function is for the doctor to view the medication administration record of the patient.

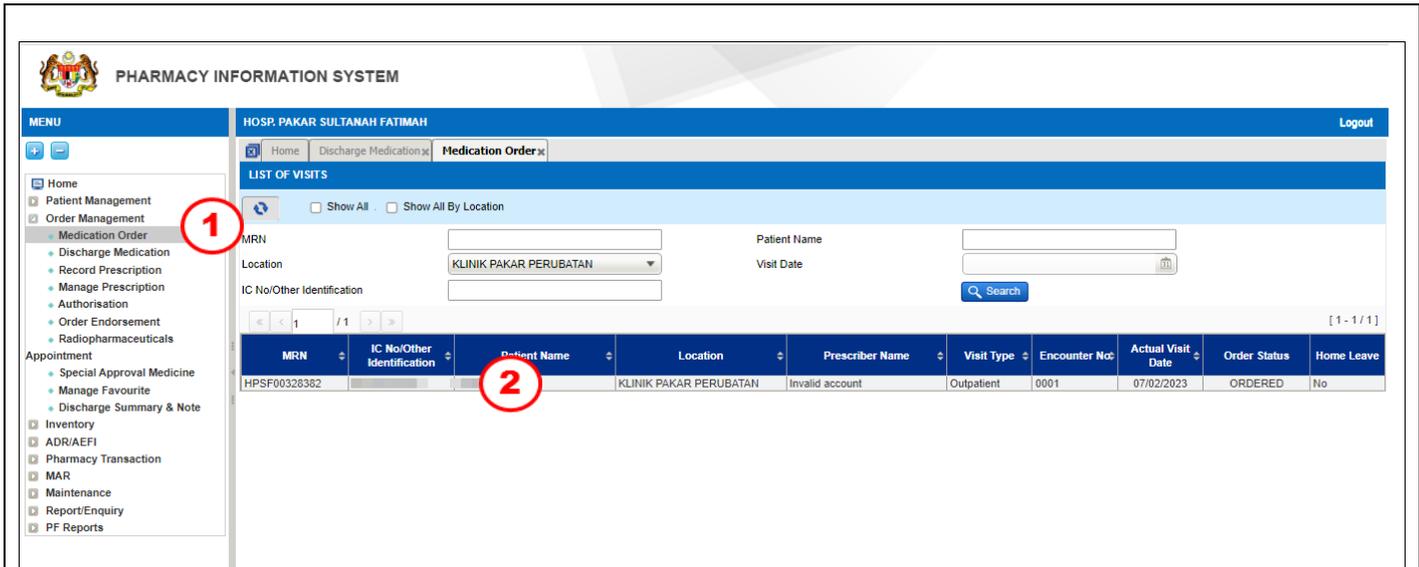


Figure 3.1.12-1 Medication Order Listing Page

STEP 1

Click on ' Order Management' menu and follow by 'Medication Order ' sub-menu

Note

- Prescriber have the option to view patients by clicking the check box:
 - a) Show All
 - b) Show All By Location
- By default list the of patients will be displayed according to prescriber's location access.
- Various search criteria is provided as below:

| No | Field | Description | Remark |
|----|----------------|-------------------------------|--|
| a | MRN | Patient Medical Record Number | Search option: <ul style="list-style-type: none"> • Type the MRN either full or partial: <i>Example: HPSF00001234 or "1234"</i> |
| b | Patient Name | Patient Name | Allow to search by patient full name or partial |
| c | Location | Patient visit location | Able to filter and search patient by visit location |
| d | Visit Location | Visit Location | Patient visits on the facility |

Table 3.1.12-1

Note

Search result of patient record list will be displayed:

- MRN
- ID No
- Patient Name
- Location
- Prescriber Name
- Visit Type
- Encounter No
- Visit Date
- Order Status

STEP 2

Double click on the selected patient

MEDICATION ORDER

Age: 21 Years 01 Months 05 Days | Gender: Male | MRN: HPSF00328382

Address: [Redacted] | Phone And Email: [Redacted] | Diagnosis: [Redacted] | Allergy: No Known Allergies | Vital Sign: [Redacted]

Height: 155 cm | Weight: 65 kg | BMI/BSA: 27.1 / 1.67 m² | G6PD Deficiency: | Update (Last Updated: 07/02/2023) | Nationality: Warganegara

Encounter No: 0001 | Actual Visit Date: 07/02/2023 | Attending Practitioner: [Redacted] | Visit Location: KLINIK PAKAR PERUBATAN | Prescriber Dept.: General Multidiscipline | Pensioner: | -SELECT- | Update

VIEW MAR

Legend: Served Not Serve Late Not Admin

| Order Detail | 09-Nov-22 | 10-Nov-22 | 11-Nov-22 | 12-Nov-22 | 13-Nov-22 | 14-Nov-22 | 15-Nov-22 | 16-Nov-22 | 08-Feb-23 | 09-Feb-23 | 10-Feb-23 | 11-Feb-23 | 12-Feb-23 | 13-Feb-23 | 14-Feb-23 | 15-Feb-23 |
|--|----------------------------------|----------------------------------|----------------------------------|----------------------------------|----------------------------------|----------------------------------|----------------------------------|----------------------------------|----------------------------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| Salbutamol 2 mg Tablet 2 mg BD (twice daily) Oral 7 Days Prescriber's Name : Invalid account | <input type="checkbox"/> 6:00 PM | <input type="checkbox"/> 6:00 AM | | | | | | | |
| Prednisolone 5 mg Tablet 25 mg OD (once daily) Oral 5 Days Prescriber's Name : Invalid account | | <input type="checkbox"/> 6:00 PM | <input type="checkbox"/> 6:00 AM | | | | | | | | |
| Salbutamol 2 mg Tablet 2 mg BD (twice daily) Oral 7 Days Prescriber's Name : Invalid account | | | | | | | | | | | | | | | | |

Figure 3.1.12-2 Medication Order Screen

STEP 3

Click on the  button.

Note

Figure 3.1.12-4 Administration Status Color

- Served:** The medication have been served within the time range and recorded in the system.
- Not serve:** The medication recorded as not served within the time range in the system.
- Not Admin:** User has not recorded the administration details in the system.
- Late:** User has late recorded the administration details in the system
- Move the cursor to the administration status box and the administration details will appear as Figure 3.1.12-5

| Order Detail | 29-May-19 | 30-May-19 | 31-May-19 | 01-Jun-19 | 02-Jun-19 | 03-Jun-19 | 04-Jun-19 | 05-Jun-19 | 06-Jun-19 |
|---|----------------------------------|----------------------------------|----------------------------------|----------------------------------|----------------------------------|----------------------------------|----------------------------------|----------------------------------|----------------------------------|
| Amoxicillin 500mg Capsule 1000 mg BD (twice daily) Oral 10 Days Prescriber's Name : Dr Nur Afiza Azzina Binti Khatirun | <input type="checkbox"/> 8:00 PM | <input type="checkbox"/> 8:00 AM |
| Clarithromycin 250 mg Tablet 500 mg Q12H Oral 10 Days Prescriber's Name : Dr Nur Afiza Azzina Binti Khatirun | <input type="checkbox"/> 6:00 PM | <input type="checkbox"/> 6:00 AM |
| Pantoprazole 40 mg Tablet 40 mg Q12H Oral 2 Weeks Prescriber's Name : Dr Nur Afiza Azzina Binti Khatirun | <input type="checkbox"/> 6:00 PM | <input type="checkbox"/> 6:00 AM |
| Pantoprazole 40 mg Tablet 40 mg OD (once daily) Oral 4 Months Prescriber's Name : Dr Nur Afiza Azzina Binti Khatirun | | | | | | | | | |

Figure 3.1.12-5 Administration Details

3.2 Manage Prescription

Prescriber is allowed to manage the order made after they confirm the order

3.2.1 Change Prescription

Prescriber is allowed to modify Dosage, Frequency, Duration and Counselling

Indication if the order still in 'Ordered' status. Once the pharmacist acknowledge the prescription, user is not allowed to change the order.

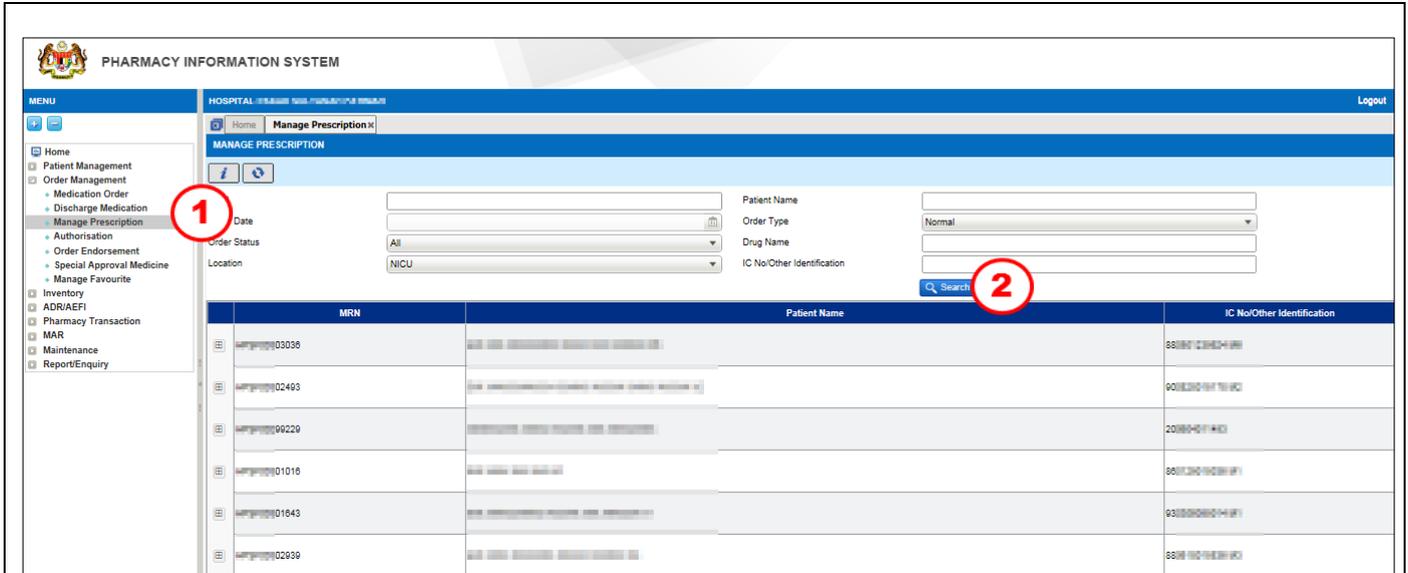


Figure 3.2.1-1 Manage Prescription Listing Page

STEP 1

Click on 'Order Management' menu and followed by 'Manage Prescription' sub-menu

Note

- 'Manage Order' rename to 'Manage Prescription' as per Figure 3.2.1-1
- On this listing page, various Search criteria is provided as below:

| No | Field | Description | Remark |
|----|--------------|---|--|
| a | MRN | Patient Medical Record Number | Search option: <ul style="list-style-type: none"> • Scan the MRN using barcode scanner. • Type the MRN either full or partial <i>Example: HPSF00001234 or "1234"</i> |
| b | Order date | Order date | Allow to search by ordered date |
| c | Order Status | According to Order in which stage | Able to filter by order status |
| d | Location | Patient visit location | Able to filter and search patient name by visit location |
| e | Patient Name | Patient Name | Allow to search by patient name |
| f | Order Type | <ul style="list-style-type: none"> - Normal - CDR - IV - PN - Radiopharmaceuticals | Allow to search by order type |

| | | | |
|---|----------------------------|------------------------------------|---|
| g | Drug Name | Drug Name | Allow to search by full or partial |
| h | IC No/Other Identification | Patient IC No/Other Identification | Allow to search by patient IC No/Other Identification |

Table 3.2.1-1

- Search result of patient record list will be displayed:
 - MRN
 - Patient Name
 - IC No/Other Identification
 - Prescriber Name

STEP 2

Click on the Search button to search patient

Figure 3.2.1-2 Manage Prescription Screen

STEP 3

Click on button to view selected patient's prescription

Note

- Information will be displayed as below after click button:
 - Drug Name
 - Dose
 - Frequency
 - Duration
 - Order Qty
 - Start Date Time
 - End Date / Time
 - Order status

STEP 4

Right click on button and select **Change** as per Figure 3.2.1-3

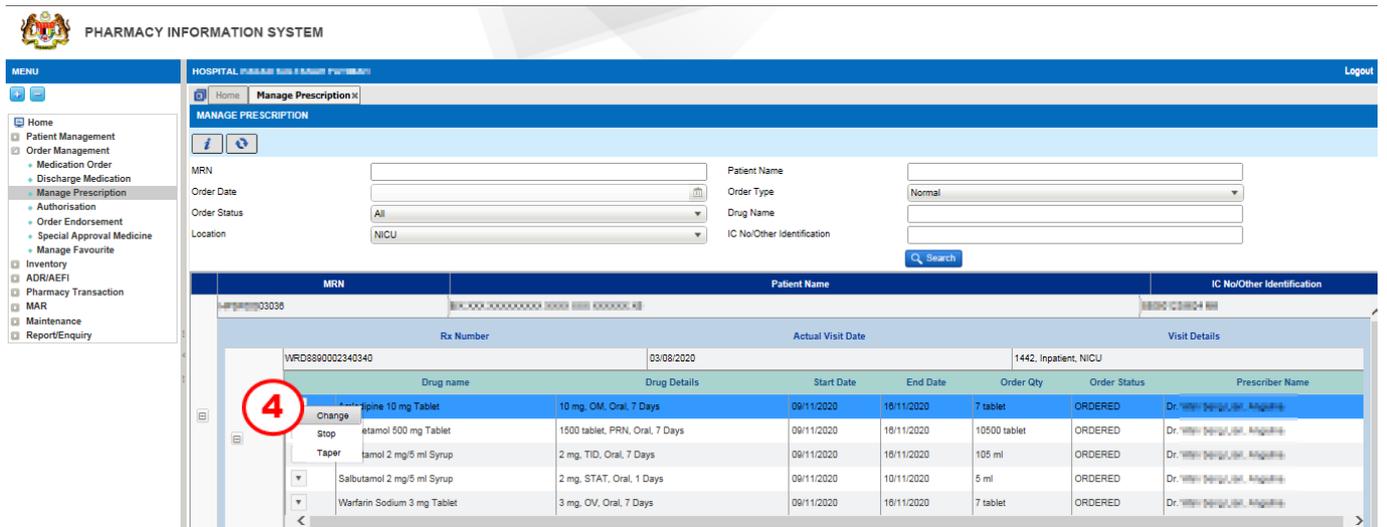


Figure 3.2.1-3 Manage Prescription Screen

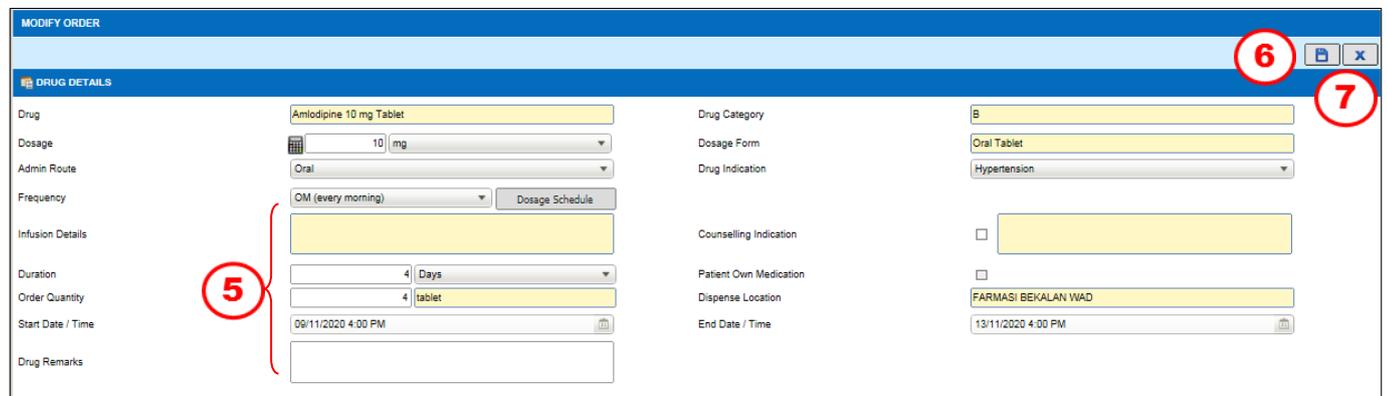


Figure 3.2.1-4 Modify Order Screen

STEP 5

Change drug details as required

Note

Prescriber allowed to change drug details as below:

- a) Dosage
- b) Admin Route
- c) Frequency
- d) Duration
- e) Order Quantity
- f) Start Date/Time
- g) Drug Indication
- h) Counselling Indication

STEP 6

Click on the button to save record

STEP 7

Click on the button to close existing screen

Note

- Record not appear anymore in Manage Prescription screen as Figure 3.2.1-6 when patient discharged as deceased as per Figure 3.2.1-5.
- In Clinical Summary screen, deceased patient has been update as Inactive as per Figure 3.2.1-7

| DISCHARGE | | | |
|----------------|-------------------------------------|--|------------------------------------|
| Discharge | <input checked="" type="checkbox"/> | Deceased/Death <input checked="" type="checkbox"/> | End Visit <input type="checkbox"/> |
| Discharge Date | 26/07/2017 11:19:01 AM | Doctor | Dr Lim Huey Ching |
| Discharge Type | | Decease Date Time | 26/07/2017 11:10:30 AM |
| Discharge By | Dr. Sal binti Atan | | |
| Billing Amount | | Receipt Number | |

Figure 3.2.1-5 Discharge – Deceased/Death

| MANAGE PRESCRIPTION | | | | | | | |
|---------------------------------------|--------------|--------------|-----------------|------------|--------------|------------|--------------|
| MRN | HFP0018888 | Patient Name | | Order Date | | Order Type | Normal |
| Order Status | All | Drug Name | | Location | All | IC Number | |
| <input type="button" value="Search"/> | | | | | | | |
| MRN | Patient Name | Location | Prescriber Name | Visit Type | Encounter No | Visit Date | Order Status |
| No Record Found | | | | | | | |

Figure 3.2.1-6 Manage Prescription – Discharge Deceased

| CLINICAL SUMMARY | | | |
|---------------------------------------|-------------------|--------------|-------------------|
| MRN | | Patient Name | sarah binti dimin |
| ID Number | | | |
| <input type="button" value="Search"/> | | | |
| [1 - 1 / 1] | | | |
| MRN | Patient Name | ID Number | Patient Status |
| HFP0018888 | SARAH BINTI DIMIN | 451017115000 | Inactive |

Figure 3.2.1-7 Clinical Summary– Discharge Deceased

3.2.2 Stop Medication

Prescriber allowed to stop medication from being administered or dispensed.

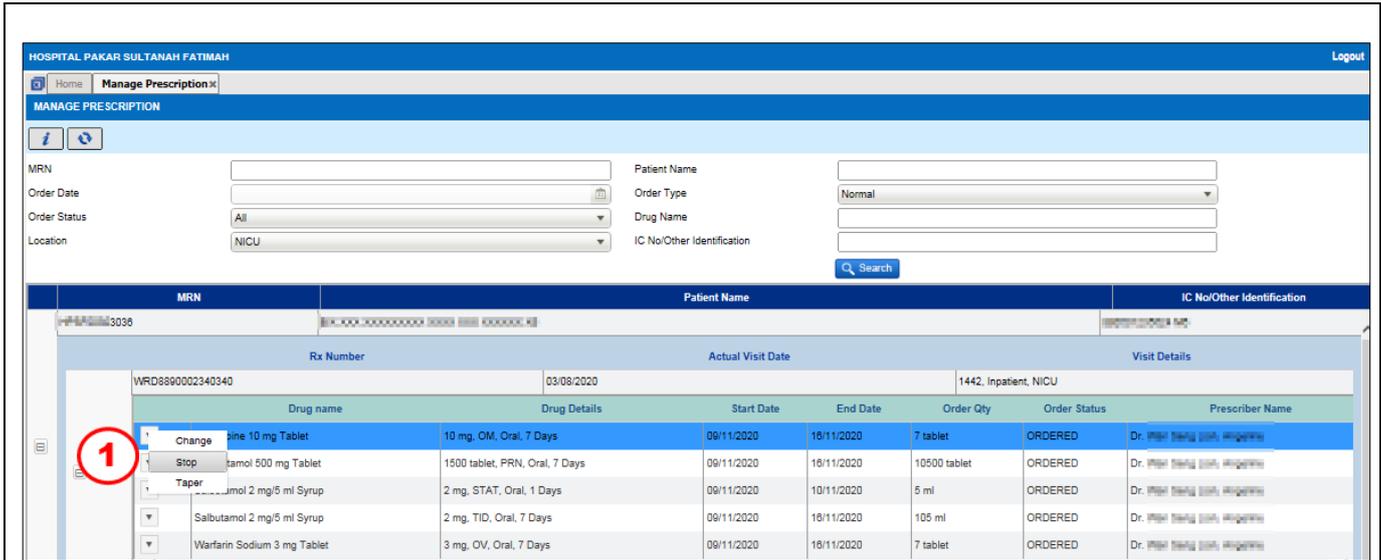


Figure 3.2.2-1 Manage Order With Stop Order Option

Note

To proceed stop medication order, repeat as Modify order from **Step 1** to **3**.

STEP 1

Right click on the button and select **Stop**

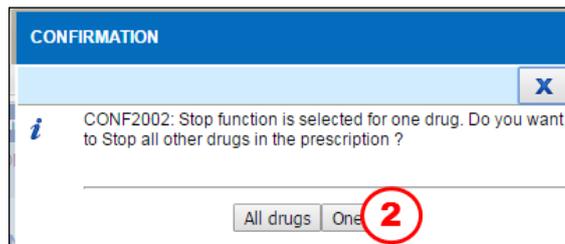


Figure 3.2.2-2 Stop Function Option

STEP 2

Click on the to stop selected drug

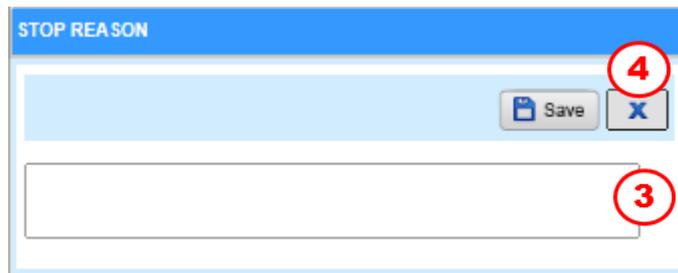


Figure 3.2.2-3 Manage Order With Stop Order Option

STEP 3

Enter reason for stop order

Note

- If user select  button as per Figure 3.2.2-2, all medication in the prescription will be stop.
- If prescriber found prescription need to be stopped due to patient allergies, prescriber is allowed to click on the  button to record the allergies.

STEP 4

Click on the  button to close existing screen

3.3 Order Endorsement

Order endorsement is to notify prescriber on prescription changes made by pharmacist upon confirmation by the prescriber.

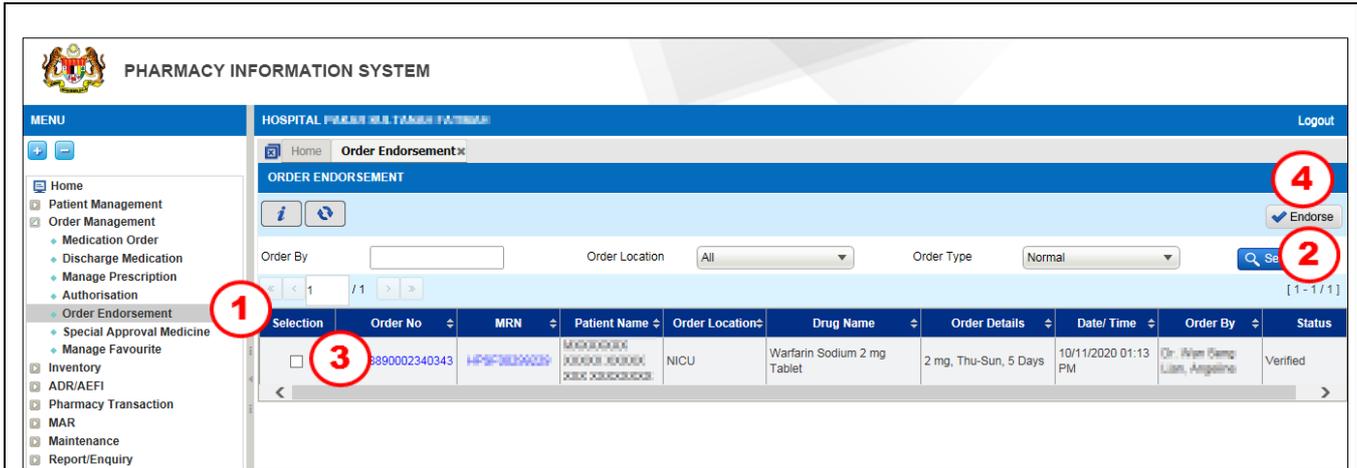


Figure 3.3-1 Order Endorsement Listing Screen

STEP 1

Click on 'Order Management' menu and follow by 'Order Endorsement' sub-menu

Note

- On this listing page, various Search criteria is provided as below:

| No | Field | Description | Remark |
|----|----------------|---|--|
| a | Order By | Prescriber Name | Allow to search by full or partial |
| b | Order Location | Patient visit location | Able to filter and search patient name by visit location |
| c | Order Type | - Normal - CDR - IV - PN - Radiopharmaceuticals | Allow to search by order type |

Table 3.3-1

- Search result of patient record list will be displayed:
 - Order No
 - MRN
 - Patient Name
 - Order Location
 - Order Status
 - Order Details
 - Drug Name
 - Date Time
 - Order By
 - Status

STEP 2

Click on the button to search patient

Note

Click on **Order No** hyperlink to view order details

STEP 3

Select checkbox on selected patient

STEP 4

Click on the  button to proceed endorsement

3.4 Order Authorisation

This function is used by specialist or authorized person to approve list A/ A*/ A/KK drug that requires authorization. Once reject, drug order will be stopped and update the status and remove from Authorisation list.

Figure 3.4-1 Order Authorisation Listing Screen

STEP 1

Click on 'Order Management' menu and followed by 'Authorisation' sub-menu

Note

- On this listing page, various Search criteria is provided as below:

| No | Field | Description | Remark |
|----|-------------------|--------------------------------------|--|
| a | Order By | Prescriber Name | Prescriber Name |
| b | Location | Patient visit location | Able to filter and search patient name by visit location |
| c | Order Date From | Order date | Allow to search by date from selected month/date/year |
| d | Patient Name | Patient Name | Allow to search by patient name |
| e | Drug Name | Drug Name | Allow to search by full or partial drug name |
| f | Order Date To | Order date | Allow to search by date from selected month/date/year |
| g | HOD Authorization | HOD Authorization | Able to filter and search authorization by HOD |
| h | Patient MRN | Patient hospital registration number | Able to filter by patients hospital registration number |

Table 3.4-1

- Search result of patient record list will be displayed:
 - Order No
 - MRN
 - Patient Name
 - Dignosis

- Location
- Drug Name
- Dose
- Frequency
- Duration
- Ordered Date Time
- Order By
- Order Type

STEP 2

Click on the  button to search patient

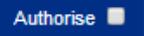
STEP 3

Select checkbox on selected patient

STEP 4

Click on the  button

Note

- Click  button to reject the order
- Click on the  checkbox if user want to authorise all drugs in the list.

3.5 HOD Authorization

This function is used by HOD (Head of Department) to approve selected drug that requires HOD authorization. Once reject, drug order will be stopped and update the status and remove from Authorisation list.

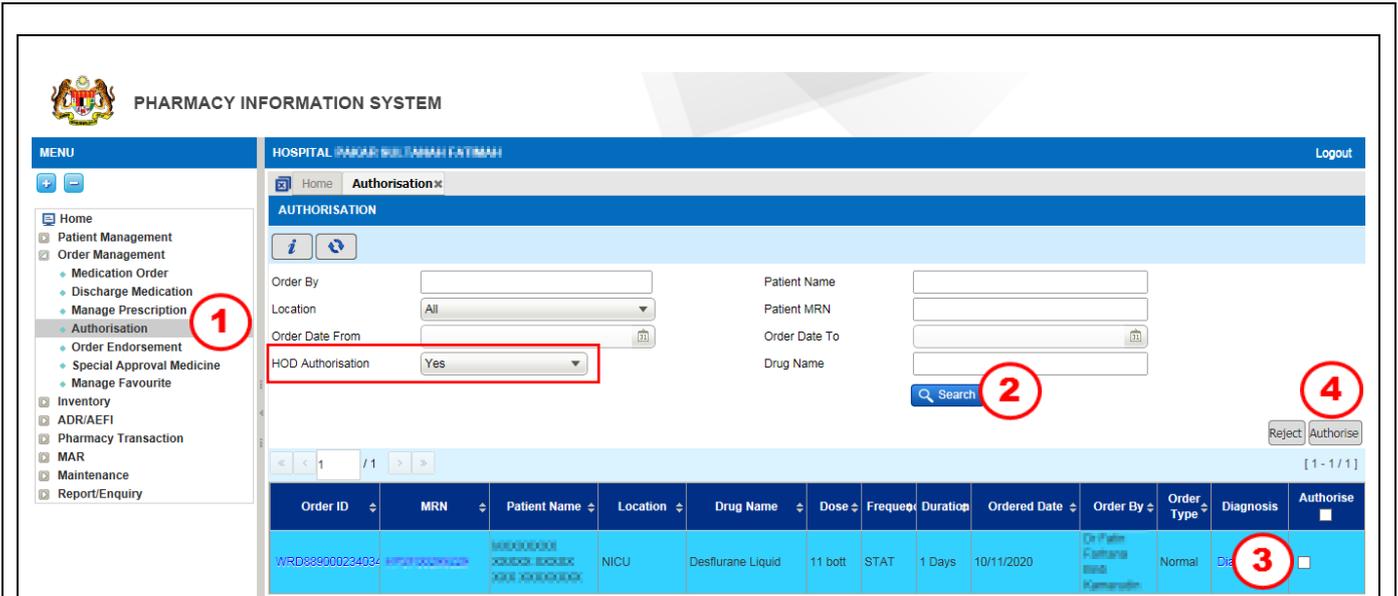


Figure 3.5-1 Order Authorisation Listing Screen

STEP 1

Click on 'Order Management' menu and followed by 'Authorisation' sub-menu

Note

- On this listing page, various Search criteria is provided as below:

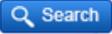
| No | Field | Description | Remark |
|----|-------------------|------------------------|--|
| a | Order By | Prescriber Name | Prescriber Name |
| b | Location | Patient visit location | Able to filter and search patient name by visit location |
| c | Order Date From | Order date | Allow to search by date from selected month/date/year |
| d | Patient Name | Patient Name | Allow to search by patient name |
| e | Drug Name | Drug Name | Allow to search by full or partial drug name |
| f | Order Date To | Order date | Allow to search by date from selected month/date/year |
| g | HOD Authorization | HOD Authorization | Able to filter and search authorization by HOD |

Table 3.4-1

- Drug that require HOD Authorisation its highlight in blue color as per Figure 3.5-1
- User have options to filter the list by All/Yes/No for HOD Authorisation
- Search result of patient record list will be displayed:
 - Order No
 - MRN
 - Patient Name
 - Location
 - Drug Name
 - Dose
 - Frequency

- *Duration*
- *Ordered Date Time*
- *Order By*
- *Order Type*

STEP 2

Click on the  button to search patient

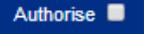
STEP 3

Select checkbox on selected patient

STEP 4

Click on the  button

Note

- Click  button to reject the order
- Click on the  checkbox if user want to authorise all drugs in the list.

4.0 Acronyms

| Abbreviation | Definition |
|--------------|--|
| PhIS | Pharmacy Information System |
| CPS | Clinical Pharmacy System |
| OM | Order Management |
| MRN | Medical Record Number |
| TDM | Clinical Pharmacokinetics Services |
| ADR & DAC | Adverse Drug Reaction and Drug Allergic Card |
| MTAC | Medication Therapy Adherence Clinic |
| MOH | Ministry Of Health |

5.0 Links To Clinical Modules

| No | Module | PDF Links | No | Module | PDF Links |
|----|------------------------|----------------------------|----|----------------------|----------------------------|
| 1 | Inpatient | Click Here | 12 | CDR Dispensing | Click Here |
| 2 | CDR Order | Click Here | 13 | Methadone Dispensing | Click Here |
| 3 | TDM Order | Click Here | 14 | PN Dispensing | Click Here |
| 4 | PN Order | Click Here | 15 | Order Management | Click Here |
| 5 | IV Order | Click Here | 16 | Patient Management | Click Here |
| 6 | Prepacking | Click Here | 17 | Radiopharmaceuticals | Click Here |
| 7 | Galenical | Click Here | 18 | Outpatient | Click Here |
| 8 | MTAC | Click Here | 19 | Special Drug Request | Click Here |
| 9 | ADR & DAC | Click Here | 20 | MAR | Click Here |
| 10 | Medication Counselling | Click Here | 21 | DICE | Click Here |
| 11 | Ward Pharmacy | Click Here | 22 | | |